this Big, Urgent Question of

PROTECTION

FOR OPERATING FILES AND RECORDS

POINT OF PREPARATION

POINT OF REFERENCE

POINT OF ACTION

REMINGTON RAND INC.

315 FOURTH AVENUE, NEW YORK 10, N. Y.

PROTECTION

FOR OPERATING FILES AND RECORDS

IN

SAFE-CABINET "POINT-OF-ACTION" RECORD PROTECTION PRODUCTS

Remington Rand

THE BUSINESS THAT SERVES ALL BUSINESS with the world's finest Record Systems, Business Machines and Office Supplies . . . providing TIME-SAVING, more EFFECTIVE tools of management.

EXECUTIVE OFFICES NEW YORK, N. Y.

TRADE
CAT
.R38
1948

THE IMPORTANT DUAL FUNCTION OF WORKING FILES AND RECORDS

A Dynamic New Principle of File and Record Security

Protection at the Point of Action

Remington Rand suggests that record housings and files have two basic functions. One is to serve as efficient working tools. The other is to preserve their contents from fire loss. This responsibility is continuous.

Protection at the Point of Preparation

Security is as essential during a record's working hours as during the night-time periods. The danger is often greater then. "Protection at the Point of Record Use" is a principle, therefore, that applies at the place of preparation, the place of reference and the place where executive decisions are reached.

Protection at the Point of Reference

A five-year record of the Cincinnati Salvage Corp. revealed that 41% of industrial fires occurred during the ten working hours of the day. This is dramatic indication of the need for Point of Use Record Protection. There is distinct necessity for housings that combine safety with operating efficiency. This booklet presents them.

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THE PLAN OF THIS BOOK

The Simple Procedure Which Makes Point of Use Record Protection Effective

The manner in which this booklet differs from the usual "catalog" is best indicated by its plan. You have here an approach to the vastly important question of preserving record values which is probably new to you. This is no "take it or leave it" exposition of a line of fire insulated products. It is a comprehensive presentation of the broad, underlying principle of file and record security.

This Table of Contents, therefore, provides a workable schedule for your own organization. It should be practical to accomplish the projects suggested in the order listed. A revealing understanding of conditions right in your offices should result. Unless you have carried through a similar program within three years, you will be surprised by changes which have taken place.

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A CLASSIFICATION OF BUSINESS RECORDS AND FILES

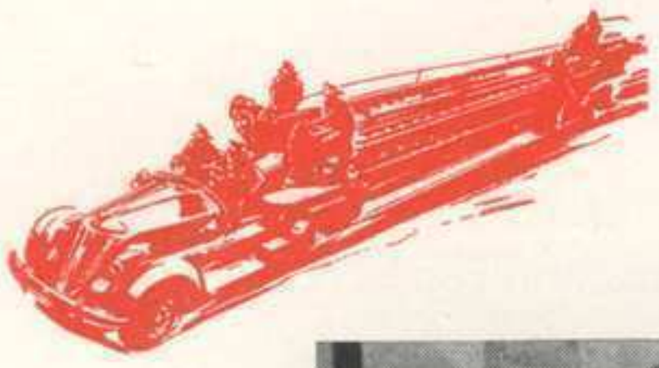
Your Records Rank With Any Asset You Own

The National Fire Protection Association has long interested itself in the provisions made for protection of record assets. Its committees have worked continuously on the project since 1923. The report of 1934 is of special interest because it deals with intangible values, so often ignored when appraisals are made for insurance or rate making.

From this point of view, states the report, records have three kinds of value. (1) Replacement Value includes the time and labor costs required to recreate destroyed records. (2) Consequential Value refers to the losses which will be sustained as a result of the absence of records which are burned. (3) Contingent Value is concerned with the loss which might be suffered through legal or other complications in the event of record incineration.

These considerations are important. But from a practical viewpoint and for the purpose of establishing procedure four general record classifications may be set up. These are: (1) Vital Records, those essential to a firm's existence. (2) Important Records, operating records of informative value. (3) Useful Records, papers whose loss would be merely inconvenient. (4) Non-Essential Records, probably eligible for ultimate destruction.

On this framework, then, it is possible to set up routine which provides for a predetermined handling of nearly every record or document a firm possesses. There need no longer be excuse for exposing invaluable paper assets to sudden destruction or for impeding the operation of an office or department through excessive accumulations of unneeded papers.



Ashes That Once Were Operating Records

This building is a "Record Building." It was filled with files. Fire consumed nearly every paper it held. The ashes are here being trucked to the city dump.

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ALMOST EVERY BUSINESS HAS FILES AND RECORDS LIKE THESE

A Check Inventory of Important, Active Files and Records

ACCOUNTING, AUDITING AND EXECUTIVE DEPARTMENTS

- Appraisals
- Asset and Property Records
- Audit Reports
- Authorizations and Appropriations for Expenditure
- Bank Statements and Reconciliations
- Bond and Bondholders Records
- Building Plans and Specifications
- Charge Sales Slips
- Charter
- Check Books
- Checks, cancelled and Stop Payment Notices
- Claim Files
- Contracts and Agreements
- Corporate Records
- Correspondence
- Credit Tickets
- Deeds
- Departmental Reports
- Deposit Slips
- General Books of Account
  - Journals
    - Cash Disbursed
    - Cash Received
    - General
    - Miscellaneous
    - Purchase
    - Sales
  - Ledgers
    - Accounts Payable
    - Accounts Receivable
    - Expense
    - General
    - Miscellaneous
    - Notes Payable
    - Notes Receivable
    - Property and Equipment
- Licenses
- Miscellaneous Reports
- Mortgages
- Notes, Cancelled
- Notes, Receivable
- Payroll Records
- Personnel Records
- Requisitions on Stores or for Purchases
- Research Data
- Stock and Stockholders Records
- Tabulating Cards
- Tax Records
- Time Records
- Vouchers

ADVERTISING DEPARTMENT

- Advertising File (current)
- Advertising File (obsolete)
- Art Work
- Contracts with Agencies, Engravers, Lithographers and Printers
- Correspondence
- Dummies and Layouts
- Inquiries Record
- Inventory of Advertising Material
- Mailing Record
- Market Investigations
- Orders for Advertising
- Photographs and Photostats
- Production, progress and job records
- Publication File
- Requisitions for Advertising
- Sketches
- Testimonial Letters

COST DEPARTMENT

- Cost, production and job summary records
- Labor distribution records
- Time and Earning Records

CREDIT AND COLLECTION DEPARTMENT

- Applications for Credit
- Credit Authorization Records
- Credit Files—Commercial Reports, Financial Statements, Letters of Reference, etc.
- Collection File

ENGINEERING AND PRODUCTION DEPARTMENT

- Analysis and Compound Records
- Blue Prints, Drawings, Sketches and Tracings
- Die and Tool Records
- Experiment and Test Records
- Formulae
- Laboratory Production Records
- Machine and Product Production Records
- Patterns
- Plant Inventory and Machine Location Records
- Production, progress and job records
- Research Data File
- Time Cards and Reports
- Work or Shop Orders

ESTIMATING AND PRICING

- Correspondence
- Estimates
- Price Records
- Quotations
- Specifications

LEGAL DEPARTMENT

- Case Files, Affidavits, Testimony, Depositions, etc
- Claims, Evidences and Proofs
- Copyrights and Applications for Dockets
- Information File, Briefs, etc.
- Patents and Applications for
- Tax Files, Returns, Brief, Appeals
- Trade Marks and Applications for

MAILING DEPARTMENT

- Parcel Post Insurance Receipts
- Registered Letter Receipts

ORDER DEPARTMENT

- Acknowledgments of Orders
- Inspection Records
- Notices of Orders Billed
- Orders, Filled
- Orders, Unfilled
- Order Register
- Order Replacement Record
- Returned Goods Record
- Shipping Notices and Reports

PURCHASING DEPARTMENT

- Acknowledgments of Orders
- Correspondence
- Price List Files
- Printed Forms Inventory
- Purchase Orders, Filled and unfilled
- Purchase and Cost Records
- Quotations
- Requisitions, Purchase
- Source of Supply and Catalog Files
- Specifications
- Vendors Record

SALES DEPARTMENT

- Applications for Sales Employment
- Charts and Graphs
- Contracts with representatives, agents, distributors, etc.
- Correspondence
- Mailing Lists
- Market Investigations and Reports
- Prospect Records
- Sales Records and Summaries
- Sales Territory Layouts, Maps, etc.
- Users Records

SERVICE DEPARTMENT

- Complaints and Service Record
- Correspondence
- Returned Goods aand Replacements Record

STORES DEPARTMENT

- Receiving Reports
- Requisitions
- Stock Record
- Tool Record

TRAFFIC DEPARTMENT

- Bills of Lading—Straight and Order
- Claims
- Correspondence
- Delivery Receipts
- Export Declarations
- Express Receipts
- Freight Bills
- Packing Lists
- Rate Records
- Routing Records
- Shipping Instructions
- Shipping Reports

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These Sixteen "Routine" Letters Were

INVENTORY

A warehouse company billed the manufacturer for $80.00 storage on products shipped on consignment to a field representative, which the representative should have paid. The invoice was referred to the representative who said he did not have any knowledge of the transaction. The inventory manager referred to the file and found a letter from the representative stating he had taken over the products listing the numbers corresponding to those on the warehouse company's bill. This letter saved the manufacturer.

- - - $80.00

TRAFFIC

An incorrect freight rate applied on an ocean shipment, which was detected by referring to the file with the steamship company, quoting rates to the destination in question. The file showed a lower rate had been quoted than was applied and a refund for $79.00 was secured. Steamship rates, unlike rail rates, which are classified and printed, are frequently made by letter only.

- - - $79.00

SALES PROMOTION

Some window display material was ordered for representatives from a manufacturer who wrote that the price had been advanced $54.00 and asked authority to ship at the higher price. Pending receipt of all representatives' approval the promotion department did not write the manufacturer who did not wait but made shipment and invoiced at the higher price. The promotion department referred to the manufacturer's letter, which had not been answered, and received credit for

- - - $54.00

SERVICE

Complaint was made by a user that the manufacturer's product had depreciated badly and was entirely unsatisfactory. The service manager recalled that a shipment of products to the same city had been submerged when a railway lighter sank and by referring to the file secured the facts necessary to prove that this particular product had been damaged in that accident. The railway company made good the damage which would have otherwise cost the manufacturer

- - - $475.00

FOREIGN

A representative abroad claimed the manufacturer should have insured a shipment (which was badly damaged and for an important customer) for 125% of the C. I. F. value instead of 110% and asked the manufacturer to credit them with the difference....$346.00. Reference to the letters of instruction and to the order showed no instructions to this effect and the manufacturer justified his position and saved the good will of the representative when it was pointed out the usual instructions to insure for 110% of the C. I. F. value were followed.

- - - $346.00

INVENTORY

A retiring salesman advised that he had loaned one of the company's products to a prospective buyer, pending appointment of a new salesman. Several months later, the user of the loaned product wrote, from a different city, asking for information regarding the former salesman. In the meantime, the inventory department wrote to the original address, asking the user to return the product. The letter was returned undelivered. The inventory manager later recalled the letter from the user asking for information regarding the salesman, found it in the file and recovered an apparently lost product valued at

- - - $315.00

ADVERTISING

The advertising department disputed a bill from an engraver because an invoice for cuts was $60.00 higher than the estimate. A request for an itemized bill showed they had charged this increase to "art work." Reference to the letter giving instructions to the engraver was made by the advertising department and a correctly revised bill received saving the manufacturer

- - - $60.00

FOREIGN CREDIT

A prospective representative in India had been carefully investigated and full information was on file from English, American and French manufacturers. The prospective representative had placed an initial order for $7,500.00. When the time came to secure a decision on terms, the credit investigation file was lost and before new information could be secured the order was so delayed in handling it was cancelled. Estimated loss—net profit of 10% on $15,000 annual business for 18 months until new distribution secured.

- - - $2250.00

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Worth $6,796.00 in Cash to Their Owner

SALES

In making final settlement with a representative, it was necessary to prove the correctness of the manufacturer's final statement on which $588.90 had been deducted because of a special arrangement regarding commissions and discount. The manufacturer was able to explain and prove the reason for this deduction by quoting from the original agreement previously confirmed and approved by the representative.

- - - $588.00

AUDITING

A salesman under bond for $1,000.00, was guilty of mis-appropriation of funds. To collect on the bond it was necessary to show signed letters from customers who made payments direct to the salesman proving statements of theft. The ability to support claim for the bond by such letters saved $1,000.00. If the file had been lost the claimant would not have known to whom to refer for the necessary evidence.

- - - $1,000.00

ADVERTISING

A printer contracted to furnish 50,000 broadsides at a special price but when the invoice was received it was for $372.00 more than the estimate quoted and confirmed by letters. The printer claimed a higher quality paper had been used than was specified but reference to the file enabled the advertising department to prove this was not the case. The letter was worth

- - - $372.00

ORDER

A quotation was given on special equipment by wire personally delivered to the telegraph company. When the order was duly received, the price was $50.00 less than the telegram quotation and when the mistake was called to the attention of the telegraph company they made good the difference due to their error. The file copy of this wire was worth $50.00—enough to protect 5,000 letters.

- - - $50.00

PURCHASING

An office furniture manufacturer offered an extra discount of 5% to the manufacturer if he placed orders totalling $1,000.00 during a year, and this arrangement was confirmed by letter. The invoice was received for $1,710.00 and paid, with the 5% deduction made. The office furniture house advised it could not extend this discount and requested additional payment. Reference to the letter covering the special arrangement enabled the purchasing agent to save

- - - $85.00

EXECUTIVE

Several years after the World War, a finance officer of the U. S. Army tried to collect $450.00 for delayed delivery. Investigation of the order showed shipment was made in only a short time after promise and reference to the correspondence enabled the manufacturer to prove there was no positive provision made as to the shipping date or penalty for delay; also that the other manufacturers supplying parts held up completion of assembly. This instance is actual proof that any file, although apparently closed, may have hidden value.

- - - $450.00

TRAFFIC

A customer notified the manufacturer of a damaged shipment which he refused to accept. The traffic manager secured evidence of damage on the part of the railway company and made arrangements to replace the product and have the old one returned to the factory. A file was carefully built up with cartage companies, crating charges, charges on forwarding new shipment, etc. The file was misplaced and because of the time involved, loss of evidence, etc., it was impossible to re-open the claim and submit necessary proof. Loss $217.00.

- - - $217.00

COLLECTION

A customer in Iowa refused to accept shipment and make payment claiming the order had not been placed by a responsible official. It was necessary to bring suit to collect and the case was won when the manufacturer produced a letter from an officer of the company advising the order had been received, was needed, was satisfactory in every respect and the payment would be made in due course. This one letter was worth

- - - $365.00

THE AFTER-FIRE VALUE OF RECORDS

Four Things You Must Do The Day After Your Office Burns

Files and records will never be more important to you than on the day after your office burns. You will need them then to complete the job on which the very existence of your business may depend.

You must have files and records (1) To collect insurance in full, (2) To collect Accounts Receivable in full, (3) to resist unjust claims, (4) to resume operations.

Retail experience indicates a collection shrinkage as high as 70% if records are not available. Insurance settlements are apt to become a very costly compromise, if provisions of the policy that pertain to records are not complied with.

THE UNREAD CLAUSES OF AN INSURANCE POLICY

154 The insured shall produce for examination all books
155 of account, bills, invoices, and other vouchers or
156 certified copies thereof, if originals be lost, at such
157 reasonable time and place as may be designated by
158 this Company or its representatives.

130 Make a complete inventory of the damaged and
131 undamaged property, stating the quantity and cost
132 of each article and the amount claimed thereon;
133 and the insured shall, within sixty days after the
134 fire, unless such time is extended by this Company,
135 render to this company a proof of loss.

"Business As Usual" Never Goes Above the Door When Records Are Destroyed.

Safe-Cabinet products preserved valuable papers for the Fritch Milling Company, Bethlehem, Pa., when its office burned.

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FILES AND RECORDS ARE PROVEN TOOLS OF MANAGEMENT

If Records Are Lost, 43% of Businesses Fail

The chart at the right is the most significant commentary on record values that has ever been compiled. These percentages were reached by close cooperation with a world famous credit agency. They disclose what happens to firms which lose their records by fire.

Present governmental regulations make records far more important now than they have ever been. Many laws specify that pertinent information shall be kept accessible for stated periods. Supplemental rulings have clarified the situation in other instances. In any event, there are many occasions when risk of severe penalties exists and when costly litigation may ensue.

It is an exceedingly wise precaution to foresee now—while your records are intact—the use you will have for them after fire strikes. Picture yourself attempting to collect insurance and outstanding accounts, to prevent unjust claims upon your remaining assets, and to resume operations at once—without the support of the records you now rely upon so extensively.

THE WAGES AND HOURS ACT

Under Section 11 (c) of the law every employer subject to the act is required to keep and preserve such records of his employees and of the wages, hours of employment, and other conditions and practices of employment maintained by him, and to make such reports from the records as may be prescribed by the administrator.

Fire is no excuse. Any claim that is not backed by records has little standing. If they are burned, you simply haven't a leg to support you.

TAX LEGISLATION

Regulation Art. 54-1. RECORDS & INCOME TAX FORMS. Every person subject to the tax . . . shall, for the purpose of enabling the Commissioner to determine the correct amount of income subject to the tax, keep such permanent books of account or records, including inventories, as are sufficient to establish the amount of gross income and the deductions, credits and other matters required to be shown in any return under Title I of this Act. Such books or records shall be kept at all times available for inspection by Internal Revenue Officers, and shall be retained so long as the contents thereof may become material in the administration of any internal revenue law.

Sometimes officials require records and files that date back several years. You don't make much progress if you cannot produce them.

17% who furnished financial statement before the fire no longer do so.
14% suffered a reduction of 30 to 66⅔% in their credit ratings.
26% were unaffected as to credit rating - but they too lost in other ways.
43% did not resume business.

THE SOCIAL SECURITY ACT

Records must clearly and accurately show the information required and enable the employer to make a proper return on the prescribed form. All records specified by these regulations must be kept safe and readily accessible at the place of business of the person required to keep such records.

A new emphasis was given records of personnel by the Social Security Act. No doubt exists about the need to preserve this information.

WAR MEASURES

All persons affected by various orders under the program shall keep and preserve for not less than two years accurate and complete records concerning inventories, production and sales.

A whole new set of demands upon the nation's record production machinery originated with war measures. These records will perhaps be active for many years.

THE FEDERAL TRADE COMMISSION

"Section 9—For the purposes of this Act the Commission, or its duly authorized agent or agents, shall at all reasonable times have access to . . . any documentary evidence of any corporation being investigated or proceeded against."

The wording of the act is specific. Any firm affected by the legislation will find it very costly not to be able to comply.

CARELESSNESS IS THE GREATEST SOURCE OF FIRE

You Cannot Predict the Date of Your Fire

Ten major hazards surround any building. No one can predict when or how fire will strike. Sometimes two or more causes operate simultaneously.

1—CONFLAGRATIONS. Fire that embraces several buildings and is largely out of control.

2—EXPOSURE. The spread of fire from one building to another.

3—BUILDING—Fire caused by a defect in the construction of a building.

4—OCCUPANCY. Fire resulting from the hazardous work of the tenant.

5—CARELESSNESS. The most frequent cause of fire.

6—INCENDIARISM. Arsonists, saboteurs, and pyromaniacs set these fires.

7—LIGHTNING. Every year severe fires result from this cause.

8—EARTHQUAKES—No section of the country is immune.

9—TORNADOES. All states suffer from cyclones. Fires follow them.

10—UNKNOWN. Forty percent of all fires have an unknown origin.

When Fire and Wind Combine Forces

The picture is of the shore line of New London, Conn., on September 21, 1938. Wind exceeding 100 miles an hour scattered embers from building to building all over the city. Fallen debris sorely hampered the fire companies and high water prevented the free movement of apparatus.

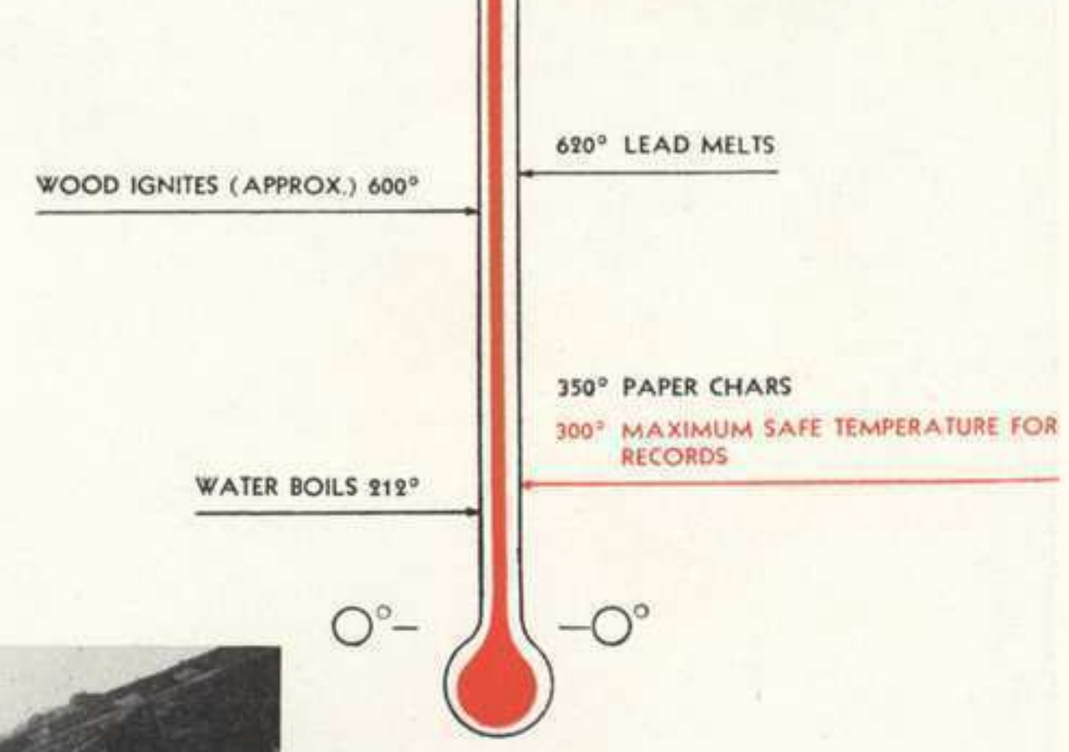
FIRE DEVELOPS TERRIFIC TEMPERATURES

Ordinary Steel Files Offer Little Protection

If wired glass windows melted in the blast of heat, we know a fire's temperature rose above 1,400 degrees. If copper fixtures were reduced to molten lumps, we can set the limit at around 2,000 degrees. Fire usually leaves some record of its power. It is possible to predict much of fire's destructiveness.

The experience of the building trades provides splendid guidance for safe users. These organizations have long recognized that exposed steel offers very little resistance to severe heat. Numerous conflagrations have proved to architects that structural members must be insulated from fire to prevent distortion and collapse. Laboratory tests reveal that steel loses 70% of its supporting strength at 1000 degrees.

This principle should be insisted upon when you purchase a safe. Older equipment, dependent upon the outer shell for resistance to shocks and falls, frequently splits open in a fire. The doors may drop off because of weak hinges and frames. The content mortality rate is almost 100%.



Artcraft Venetian Blind Company fire: Philadelphia, Pa., 1939. Roof collapsed due to loss of tensile strength in main supporting beam. Note twisting of heavy steel member. Non-insulated structural materials simply do not stand up under intense heat.

ALL INDUSTRY HANDICAPPED

The Fire Which Destroyed 10% of America's Rubber

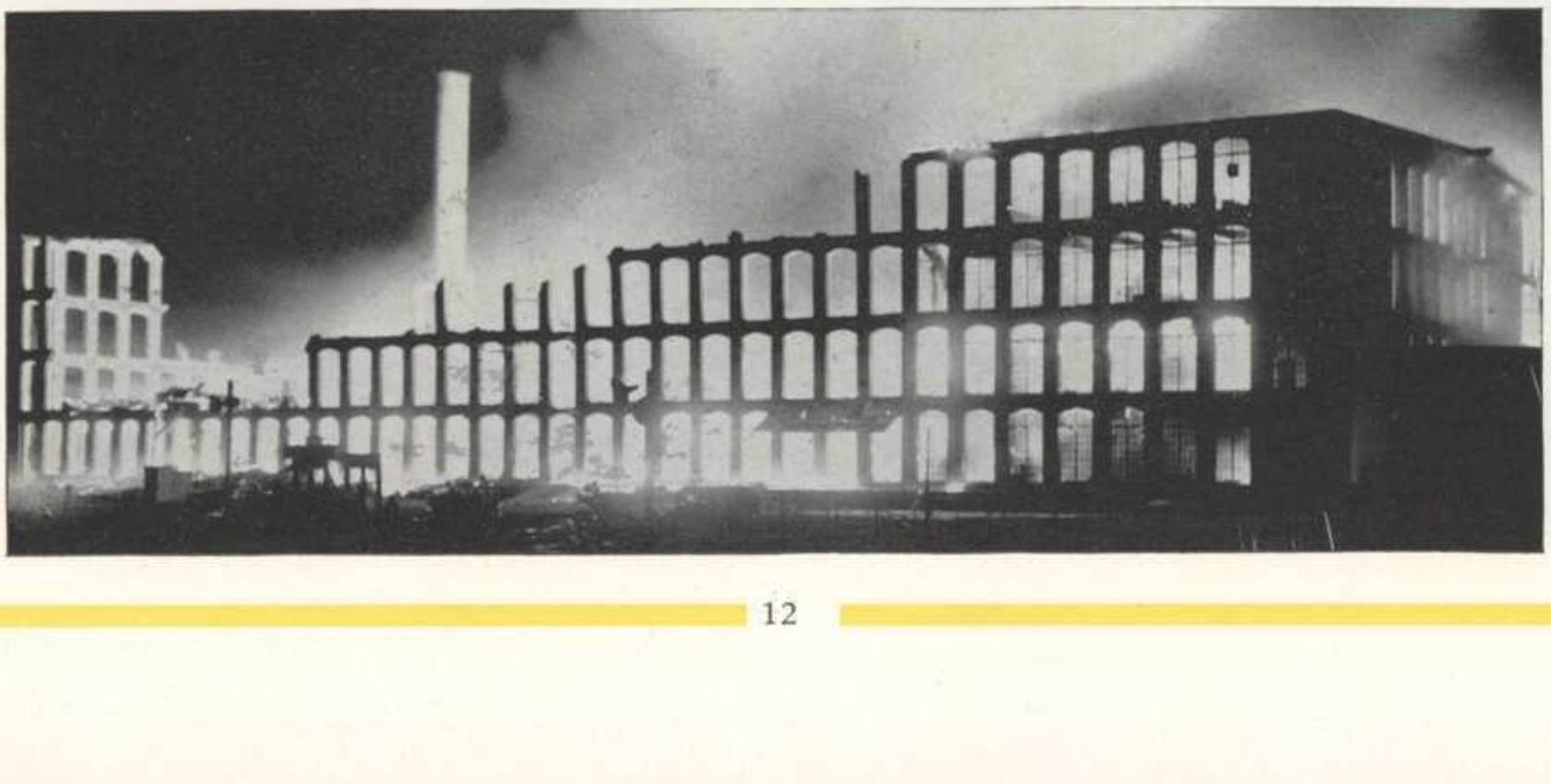
When the Firestone Rubber and Latex Products plants were levelled by fire on October 11, 1941, the catastrophe struck a severe blow at America's rubber reserve and also the operating facilities of a plant which contributed mightily to Defense demands for finished rubber products.

Of course, buildings, equipment and machinery losses were terrific. However, the loss of records will be a serious handicap long after buildings and machinery have been reconstructed.

Lost in this blaze were Accounts Receivable, Inventory Records—in fact all records excepting one. The Firestone Plant was able to procure a copy of its April inventory from Akron—and then built up transactions to prepare a statement of "proof of loss" for the insurance company.

A Work of Minutes

Blame for this $15,000,000 fire loss was placed on a watchman who mistakenly turned off the sprinkler system because he feared greater damage from water than flames. Fire then raced across the oil soaked floors and twelve hours later seven mills were in ashes.



RAPID DESTRUCTION

Catastrophe on a $2,000,000 Scale

On July 31, 1940, in broad daylight, fire swept through the office, plant and warehouse of the R. M. Hollingshead Paint Company of Camden, N. J.

Flames burst out at one-fifteen P.M., and explosion followed explosion as stores of naphtha, gasoline, wax, paint, grease and other inflammable products were ignited. Thirteen Camden fire companies responded to the alarm, but before the roaring flames had burned themselves out or been brought under control four additional companies from Philadelphia and others from nearby communities had also been rushed to the scene.

At right is shown a dramatic view of the entire wall of one of the main buildings literally disintegrating from the force of an explosion.

Below is an aerial panorama of the destruction wrought by the Hollingshead fire.

International News Photos.

REMINGTON RAND INC.

LESS THAN FIVE MINUTES OF PROTECTION

Uninsulated Desks and Files Make Perfect Ovens

Ovens are made of steel. They quickly conduct heat to their contents. In that respect metal desks and files serve perfectly as ovens for any papers inside them. Tests staged repeatedly by the Safe-Cabinet Laboratory indicate that not more than five minutes of protection are provided by this type of housing, even in fires of limited extent and duration. The fact that steel desks and files will not themselves burn should not inspire a false sense of security.

Very valuable personnel papers were lost in uninsulated steel files during the $2,000,000 *fire at the R. M. Hollingshead Paint Company, Camden, N. J., July* 31, 1940.

These twisted ruins are all that remained of a battery of twelve uninsulated steel filing cabinets after the Baltimore Lumber Company fire, Baltimore, Md., March 2, 1940.

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STEEL ALWAYS CONDUCTS HEAT

A Steel File Will Not Burn; But Its Contents Will

The Match Test *Try this! Light a match. Let the flame lap the under surface of the top of a steel file. Put your hand above. You'll soon move your hand.*

The occupant of this suite in the Exchange Building, Chicago, used steel furniture exclusively. Contents were all lost in the $8,000,000 *fire of May* 19, 1934.

A large central New York organization found its "Record Room" in this condition after its fire of October 18, 1939. *Most of these vouchers were useless.*

PERFECT INCINERATORS

"Fireproof" Buildings Fall Victims to Fires Next Door

(Below) This thoroughly modern "fire-proof" building of the Commercial & Savings Bank, Stockton, Cal., was gutted by a bad "inside" fire.

(Left) The "fire-proof" building of the Union Savings Bank & Trust Company, Cincinnati, Ohio, was set on fire by a burning hotel next door. Twenty-two individual fires resulted from broken windows.

The New Exchange Building, Chicago, was "fireproof." But only the outer walls stood after the great fire of May 19, 1934. The contents of the building were a total loss.

"Fireproof" buildings don't burn. But they are wonderfully efficient incinerators. Wood fixtures, furniture, merchandise and trim, paper records and documents, supply all the fuel that's necessary to transform the interiors into a seething inferno. Stairways, elevator shafts and air conditioning ducts become flues to intensify the danger and contribute to the spread of flames. Rigid outer walls often impede access to the fire.

The peril that besets a "fireproof" building lies in the "fire next door." A frame or partly brick structure may suddenly become a mass of flames and the heat may leap across distances of 200 feet or more to ignite the contents of a supposedly safe building. Retardants are not always effective under such circumstances, for the flames rekindle the blaze as soon as sprinklers can extinguish it or the water supply fails.

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EVEN MASSIVE VAULTS MAY BE UNSAFE

Vaults Are Inconvenient Provisions for Files and Records

Vaults make good night-time protection—if they are properly constructed, if the rules about moving valuable files and records into them are obeyed. The trouble is that about as many daylight fires occur as do those that strike after working hours. Then you are dependent upon the willingness of employees to risk their lives for records.

The doors on the vaults above buckled during the Chicago stock yards fire, May 19, 1934, and their contents were wholly lost. The vault below, better constructed, turned in a better job.

REMINGTON RAND INC.

THE SAFE-CABINET LABORATORY

Proving the Protective Ability of Files and Records

The present building of the Safe-Cabinet Laboratory was erected in 1918—at a cost of $250,000. There is no other like it in the world. And few research institutions, all classifications included, have had so many "firsts" to their credit.

In 1912, one year after erection of our original laboratory, occurred the first certification of a safe's ability to resist fire, two years ahead of the first imitating competitor, four years ahead of the second.

In 1914 the Safe-Cabinet Laboratory issued a certification for the first one-hour safe, in 1918 the first certifications for two-hour and four-hour safes.

In 1921 came the first certification of the permanence of a safe's protective ability and the first indication of a margin of safety over standard ratings.

In 1923 were announced the first certified vault doors and the first safes with "Slide-in" doors.

In 1924 the Safe-Cabinet Laboratory published the first announcement of our exclusive "Automatic Throw Bolt". In this same year occurred the first certification of the protective ability of insulated files.

In 1929 "Point of Use" protection was advanced still farther by the first certification of Safe-Ledger-Trays and in the following year by the first Safe-Ledger-Desk certification.

In January, 1941, was announced the first certification of Point of Use protection against the shock of falls and impacts.

Since 1911 a major factor in the conservation of business assets

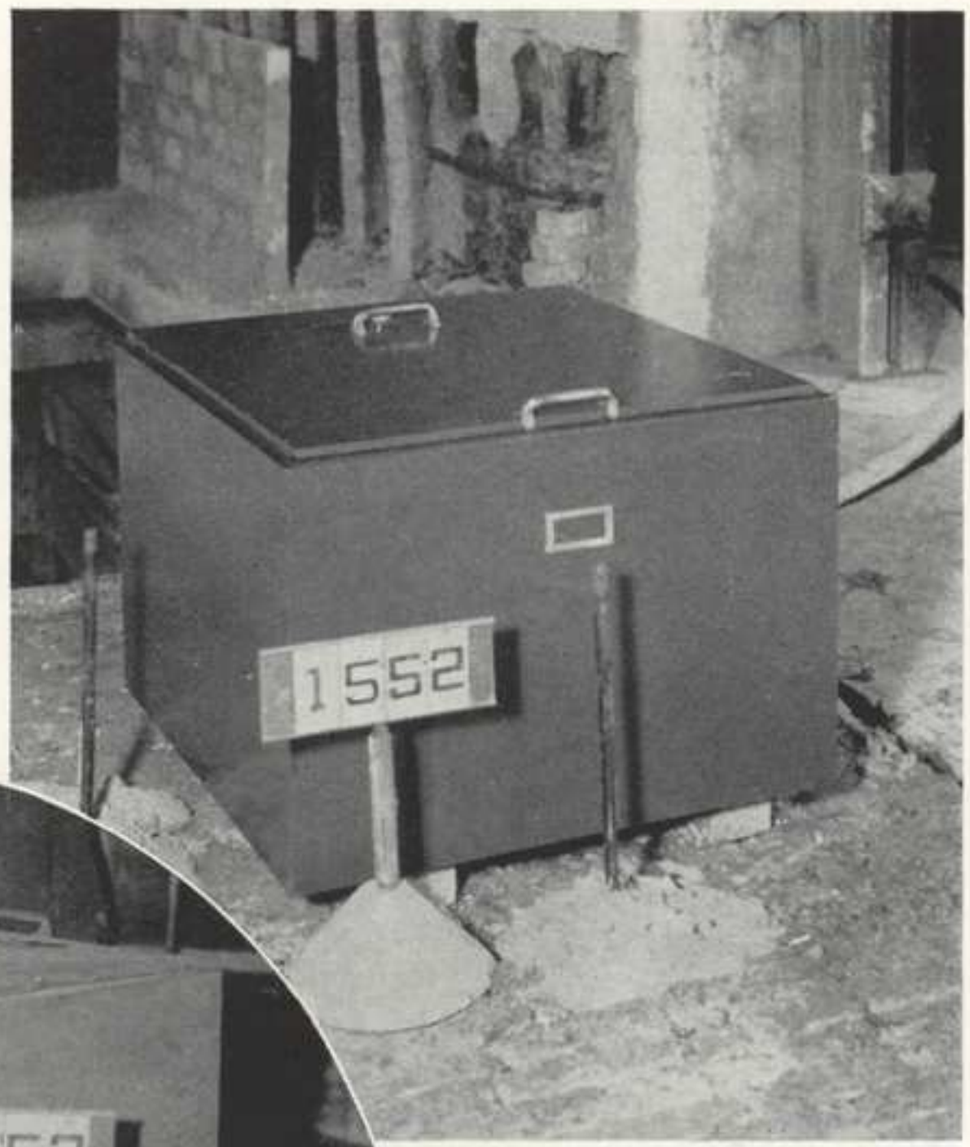
REMINGTON RAND INC.

SCIENCE DUPLICATES A BUSINESS FIRE

How the Safe-Ledger Tray Is Tested for Heat and Impact

The Heat Test

"Point of Use" protection in Safe-Ledger Trays is certified as safe for either one hour or two hours. Readings of temperatures, both inside and outside the specimens, are taken from electric thermocouples at five minute intervals throughout the tests. Despite the intensity of exterior heat, specifications require that interior temperatures shall not near the ignition point of paper within the period for which a unit has been designed to serve.

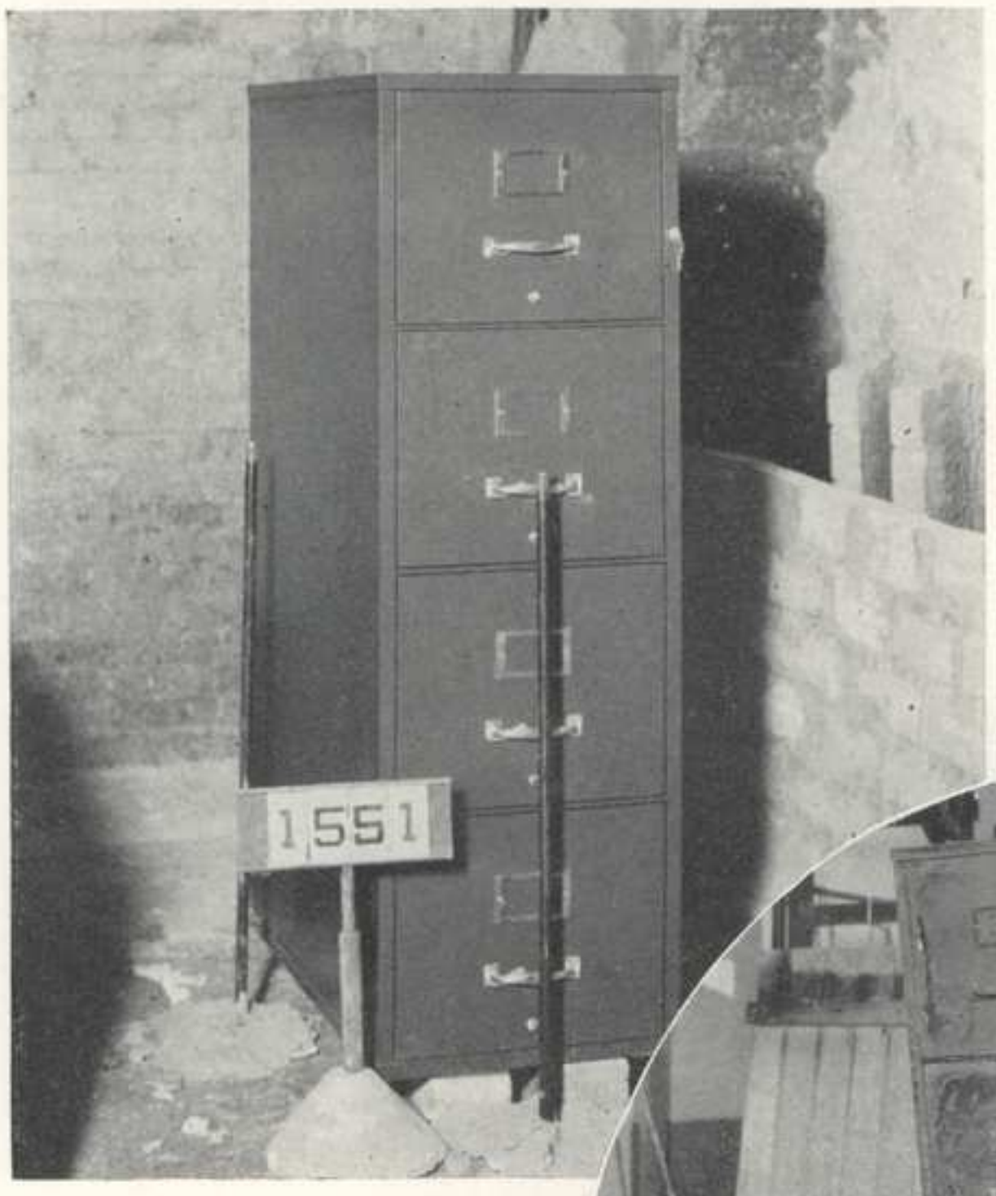


The Impact Test

After furnace heating, the Safe-Ledger Tray is raised, still glowing, to a height of thirty feet, then dropped, then inverted, then reheated. This is the most grilling ordeal to which a record container has ever been subjected. But manufacturing specifications require that all these units be capable of passing through a similar experience and deliver crisp, white paper contents when it is finished.

WHY A $100,000 FURNACE IS PRACTICAL

Safe-Files Submit To the Ordeal of Actual Fire



The Heat Test

The Safe-File 60 and the Safe-File 30 bear certifications of sixty and thirty minutes respectively. This means that the Safe-Cabinet Laboratory duplicates the temperatures of a raging office fire, and does it under conditions which permit continuous observation of the heat generated. On one point, however, there is no compromise—there can be no evidence of damage to any papers inside the tested specimen.

The Impact Test

The impact Test applies to the Safe-File 60. It is the most spectacular test ever publicly given an item of office equipment. After heating in temperatures reaching 1550 degrees during a half hour of exposure, the unit is dropped thirty feet in the clear, inverted, then reheated for thirty more minutes of equal intensity. It must come through without permitting interior temperatures to reach the damage point of paper.

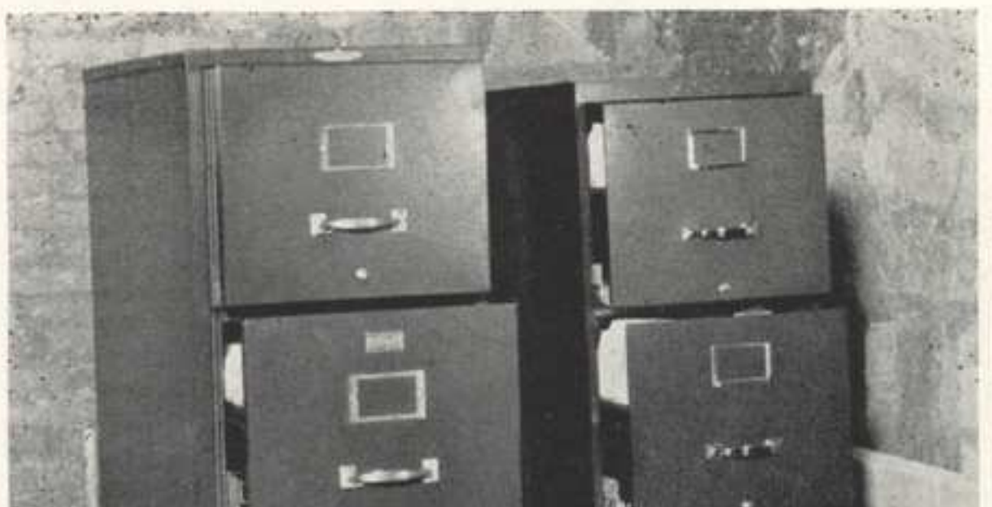
REMINGTON RAND INC.

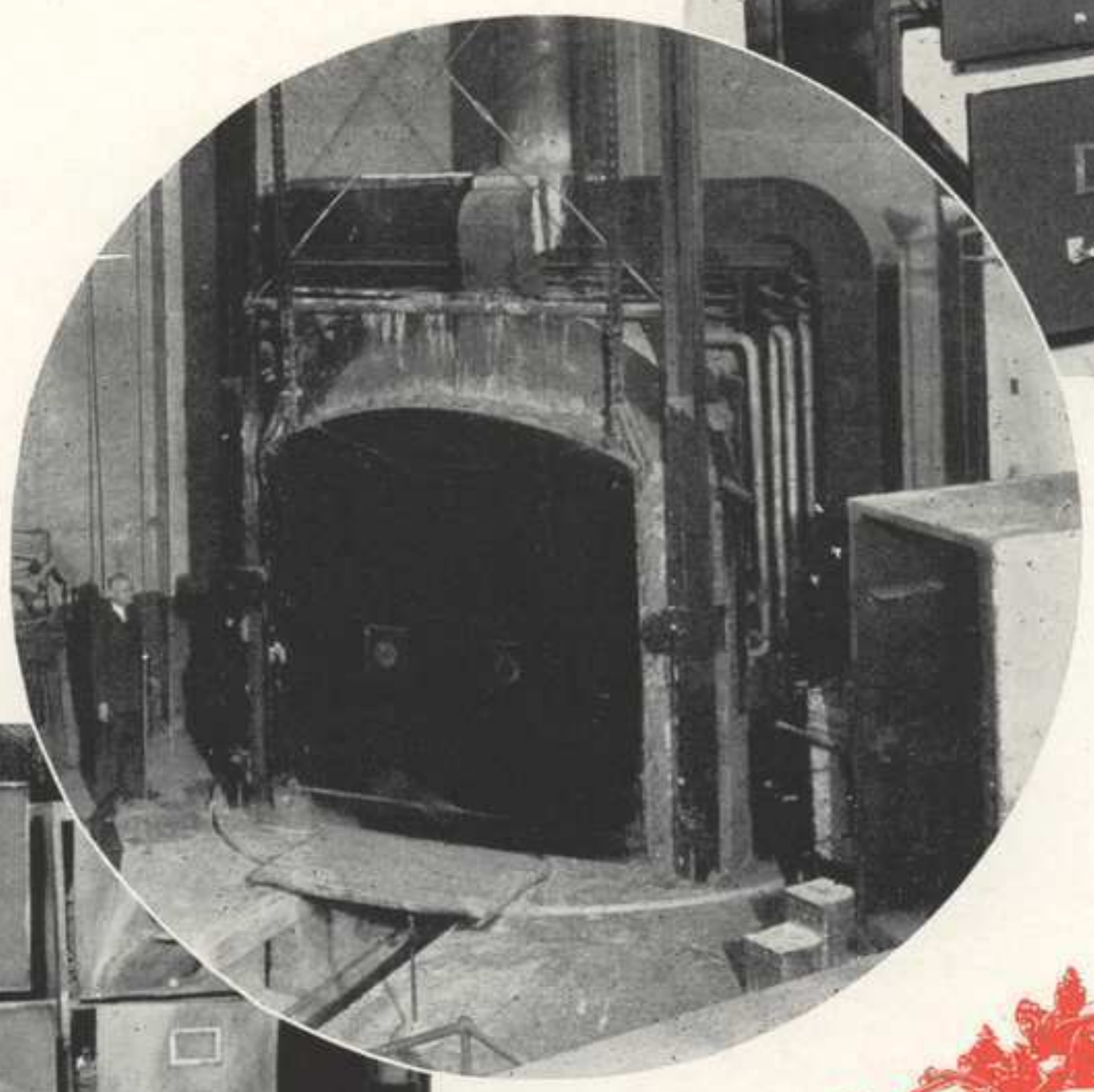
A DEADLY PARALLEL

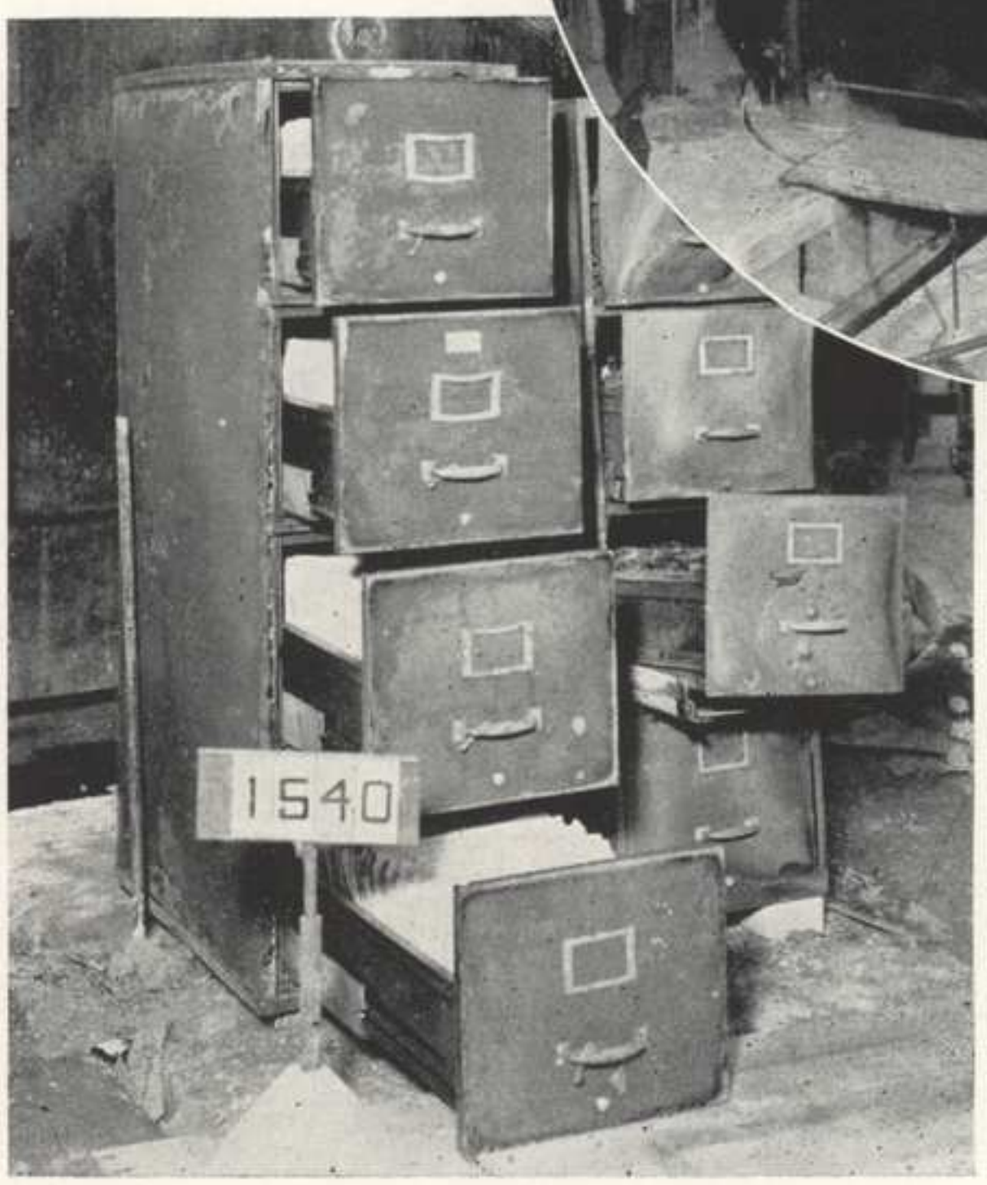
Uninsulated Files Prove Useless As Protection

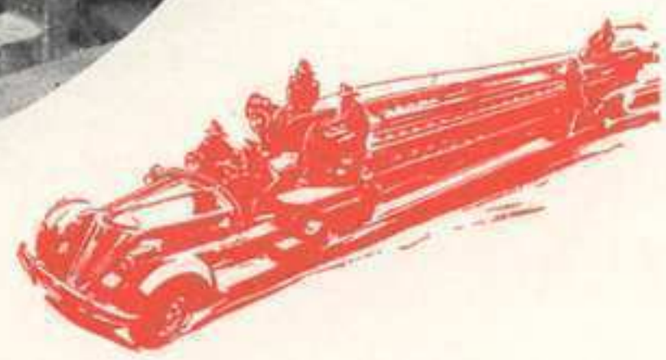
Before the Test

In position, within the 1000 cu. ft. furnace, the insulated Safe-File 60 (at left) and the uninsulated steel cabinet (at right) look somewhat alike. Both have metal exteriors. Both hold papers. The massive door is lowered and the sixteen gas fed burners are lighted. Following the Standard Time Temperature curve, defined by the American Standards Association, the furnace heat is raised to 1700 degrees within an hour.









After the Test

At the end of the test the steel shells of both units are seared and scaling. But flames seep through the drawer openings of the uninsulated file to disclose that its contents have been ignited. Entrance to the Safe-File 60 reveals that it has performed as expected and that its load of documents has come through unharmed.

CERTIFICATIONS

Why Record Protection has to be Certified

In 1901 a great fire occurred in Montreal. In 1903 Cincinnati was the sufferer. In 1904 it was the turn of Baltimore. In 1906 came the San Francisco disaster. In 1908 Atlanta was visited. There was ample opportunity to observe what happened to record containers when fire struck.

The conclusions were disheartening. Safes weren't proving safe. Knowledge was lacking as to the temperatures they might face and how long they must endure them. No one could predict — definitely — how well a safe would perform under heat.

It became evident to the SAFE-CABINET Engineers that a way must be devised actually to measure the ability of a safe-container to fend off high temperature. In 1911 there was built the first furnace ever devised to test the efficiency of fire-resisting safes. This was the beginning of Certified Record Protection.

Performance Is Measured Before Fire Strikes

Standard Inspected File - 2 Hour Exposure Specifications Required for the Safe-Cabinet Laboratory Label

All Insulated Record Containers bearing Inspected File 2 Hour Label have been carefully inspected by Safe-Cabinet Laboratory officials and such products are effective in withstanding the following simulated fire conditions.

Fire Exposure—Exposure on all sides to severe fire using The Standard Time Temperature heat curve defined in A-2—1934 of The American Standards Association (reaching 1850 degrees Fahrenheit) for at least two hours without damage to paper contents.

Explosion Hazard—Insulated Record Containers bearing the Inspected File 2 Hour Label shall withstand exposure on all sides for ½ hour to a very quick hot fire up to 2000 degrees Fahrenheit and accumulate no explosive gases within this period.

Impact and Fire Exposure—Exposure on all sides to severe fire (reaching 1700 degrees Fahrenheit) for one hour, and while in a highly heated condition, capable of withstanding impact due to falling 30 feet in the clear, immediately followed by additional exposure in an inverted position on all sides to severe fire reaching 1700 degrees Fahrenheit for an additional hour without damage to paper contents.

Ageing—Ageing will result in no deterioration of fire-resisting qualities of either insulation or metal parts.

Standard Inspected File - 1 Hour Exposure Specifications Required for the Safe-Cabinet Laboratory Label

All Insulated Record Containers bearing the Inspected File 1 Hour Label have been carefully inspected by Safe-Cabinet Laboratory officials and such products are effective in withstanding the following simulated fire condition.

Fire Exposure—Exposure on all sides to severe fire, using The Standard Heat Temperature heat curve defined in 2A—1934 of The American Standards Association (reaching 1700 degrees Fahrenheit) for at least one hour without damage to paper contents.

Explosion Hazard—Insulated Record Containers bearing the Inspected File 1 Hour Label shall withstand exposure on all sides for ½ hour to a very quick hot fire up to 2000 degrees Fahrenheit, and accumulate no explosive gases within this period.

Impact and Fire Exposure—Exposure on all sides to severe fire (reaching 1550 degrees Fahrenheit) for ½ hour and while in a highly heated condition, capable of withstanding impact due to falling 30 feet in the clear, immediately followed by an additional exposure in an inverted position on all sides to severe fire reaching 1550 degrees Fahrenheit for an additional ½ hour without damage to paper contents.

Ageing—Ageing will result in no deterioration of fire-resisting qualities of either insulation or metal parts.

Standard Inspected File - ½ Hour Exposure Specifications Required for the Safe-Cabinet Laboratory Label

All Insulated Record Containers bearing Inspected File ½ Hour Label have been carefully inspected by Safe-Cabinet Laboratory officials and such products are effective in withstanding the following simulated fire conditions.

Fire Exposure—Exposure on all sides to severe fire, using The Standard Time Temperature curve defined in 2A—1934 of The American Standards Association (reaching 1550 degrees Fahrenheit) for at least one-half hour without damage to paper contents.

Explosion Hazard—Insulated Record Containers bearing the Inspected File ½ Hour Label shall withstand exposure on all sides for ½ hour to a very quick hot fire up to 2000 degrees Fahrenheit and accumulate no explosive gases within this period.

Ageing—Ageing will result in no deterioration of fire-resisting qualities of either insulation or metal parts.

REMINGTON RAND INC.

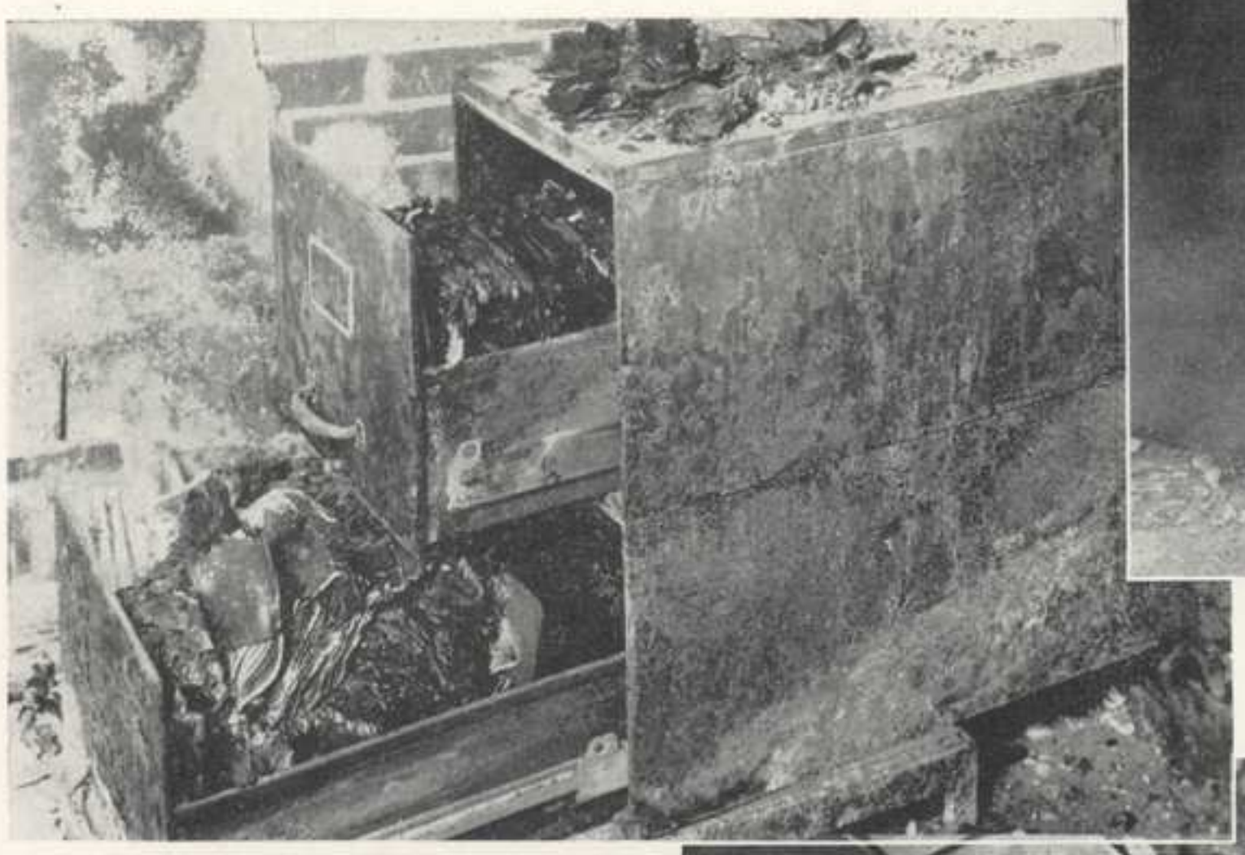
UNINSULATED FILES LOSE THEIR CONTENTS

Office Fires Confirm the Laboratory's Findings

In this uninsulated file the township school of Mahanoy City, Pa., lost exceedingly valuable student records on June 18, 1938.

Too late!

These steel files failed to save their contents for the Southgate Company when the Chronicle Building burned at Augusta.



Records of the Hyland Plumbing & Hardware Co., Indianapolis, were entirely destroyed when their offices burned.

The Pine Bluff Provision Company, Pine Bluff, Ark., found no safety in this uninsulated filing cabinet when fire struck.

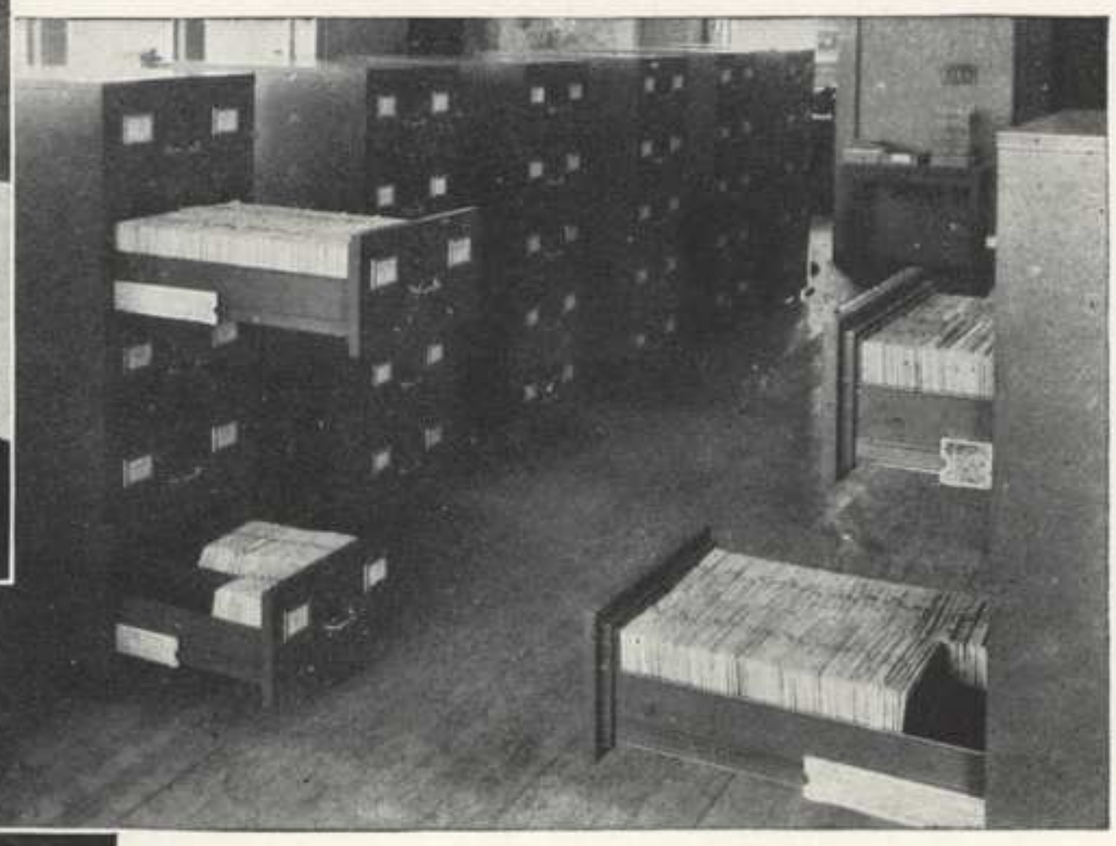
REMINGTON RAND INC.

PREPAREDNESS IS THE PRICE OF SECURITY

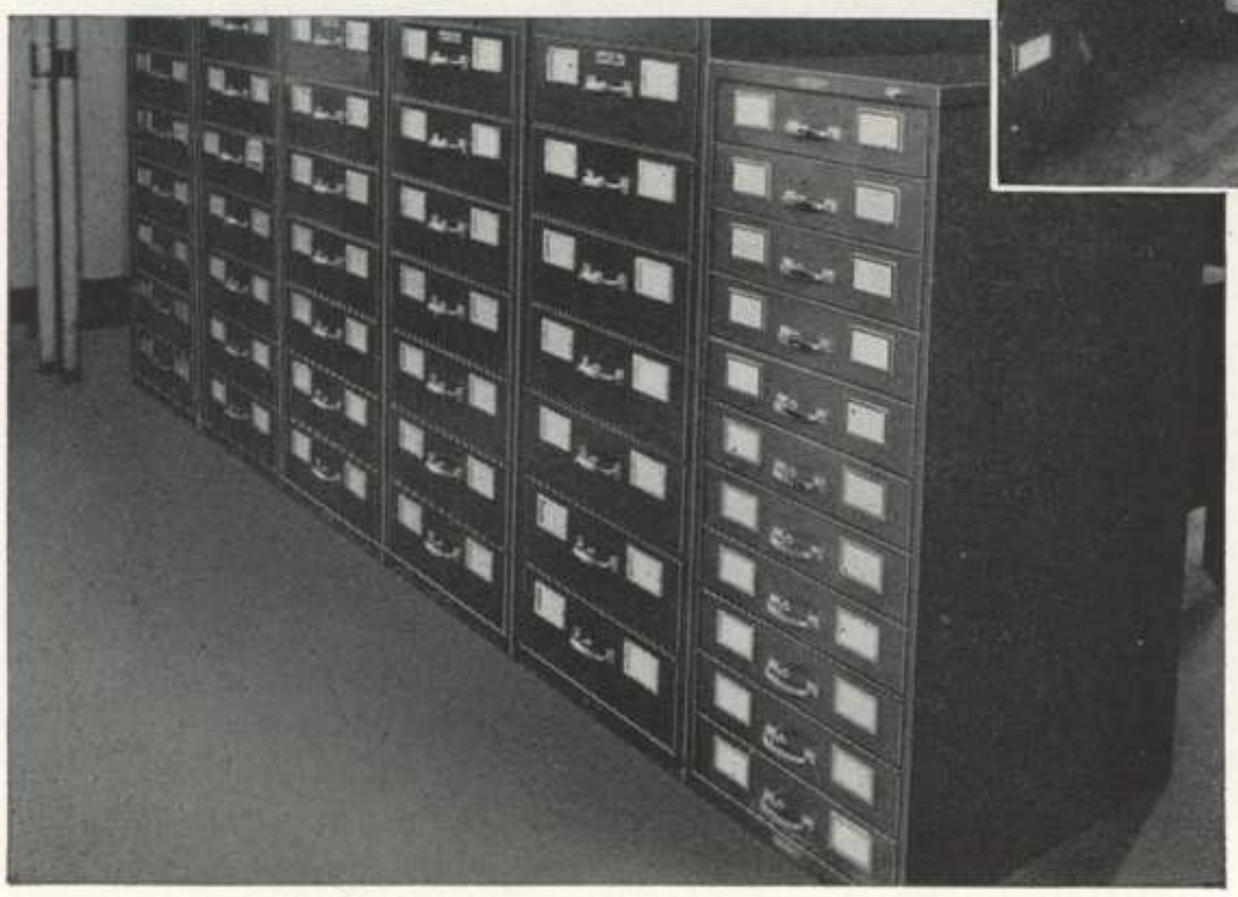
These Companies Are Ready for Fire

The American National Insurance Company, Galveston, uses fourteen Safe-Files for protection of premium cards.

There are thirteen Safe-Files in this battery at the Union Mutual Fire Insurance Company in Providence. They protect "dailies".



This impressive row of Safe-File is owned by the Board of Assessment, Mineola, Nassau County, N. Y.



This battery of five Safe-Files protects punched tabulating cards for Dominick & Dominick, widely known New York City investment house.

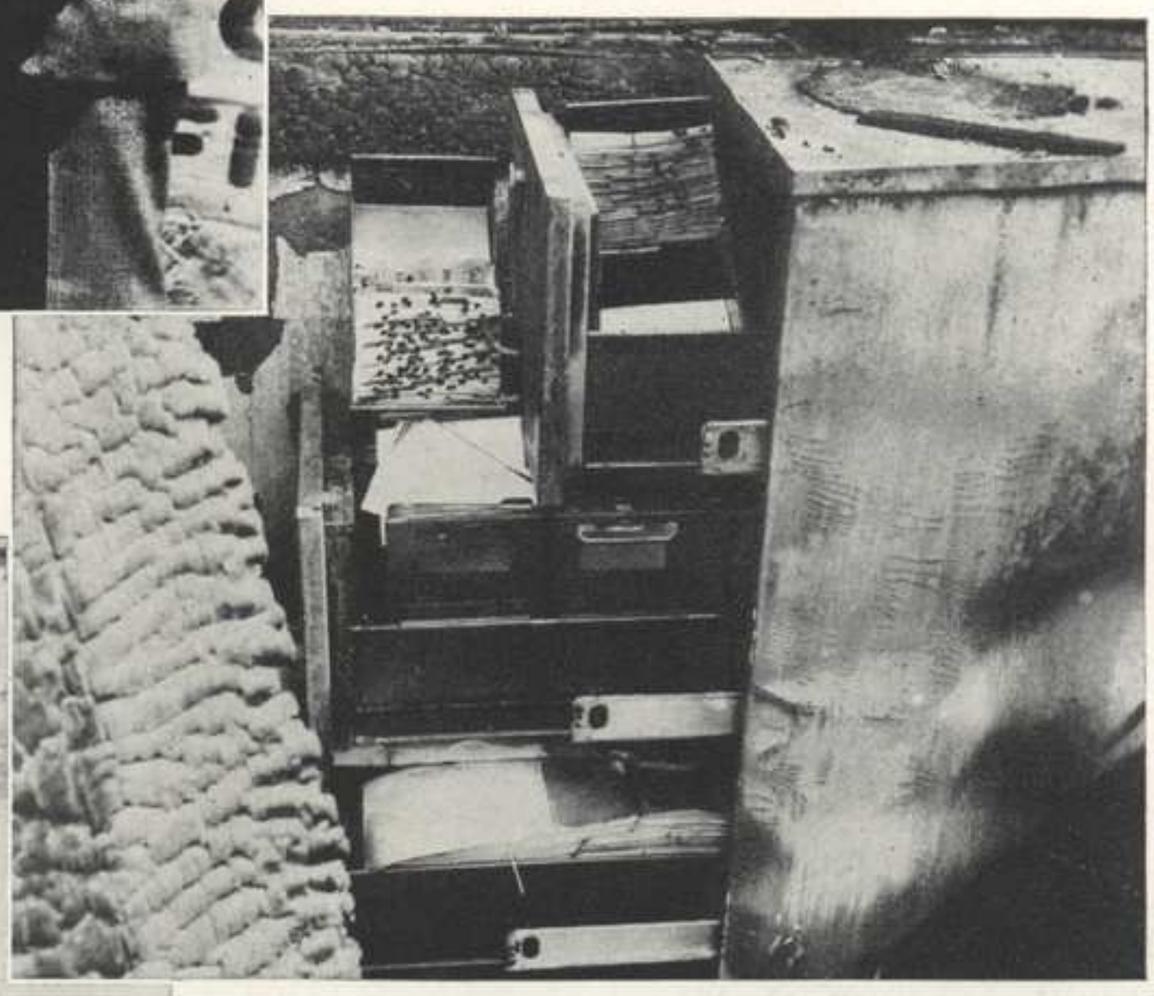
REMINGTON RAND INC.

PERFORMANCE AS CERTIFIED

These Safe-Files Kept Their Contents Unharmed

The Hamp Williams Auto Company, Hot Springs, Ark., found this Safe-File an excellent investment when its office was burned.

This Safe-File successfully protected valuable records for the L. F. Noonan Company, at Sacramento.



This Safe-File preserved its contents for the Johnson & Wimsatt Company, Washington, during a severe 3-hour fire.

Dr. W. A. C. Ochs, Mankato, Minn., owes the existence of his patients' records to this three drawer Safe-File.

THE FINEST "FILE" EVER MANUFACTURED

Built To Serve As A Continuous Working Tool

These Features Make Safe-File the World's Outstanding File

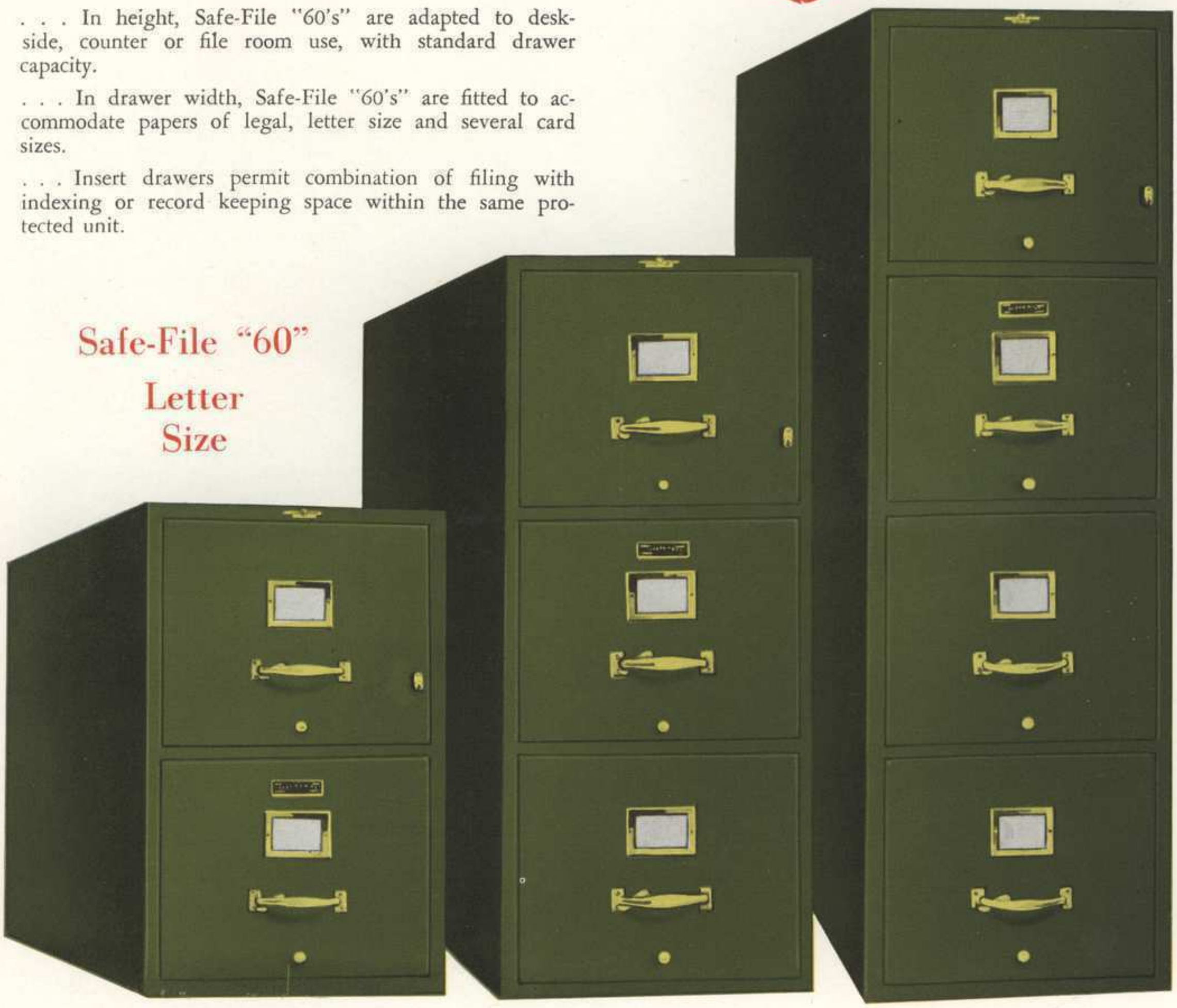
. . . In appearance, Safe-File "60's" are entirely suited to executive, professional or office use—singly or in batteries.

. . . In height, Safe-File "60's" are adapted to desk-side, counter or file room use, with standard drawer capacity.

. . . In drawer width, Safe-File "60's" are fitted to accommodate papers of legal, letter size and several card sizes.

. . . Insert drawers permit combination of filing with indexing or record keeping space within the same protected unit.

Safe-File "60" Letter Size



8112.1

The 2-drawer desk-side height has 50¼ net filing inches.

8113.1

The 3-drawer counter height has 75⅜ net filing inches.

8114.1

The 4-drawer standard height has 100½ net filing inches.

A "SAFE" IN THE FORM OF A FILE

Built To Save Valuable Papers When Fire Strikes

Use the Safe-File to Protect Valuable Papers Like These

Abstracts
Adjustments
Advertising
Applications
Appraisals
Appropriations
Audit Reports
Blueprints
Briefs
Budget
Bulletins
Cancelled Checks
Case Files
Claims
Committee Reports
Contracts
Correspondence
Credit Reports
Departmental Reports
Discharges
Dockets
Drawings
Estimates
Evidence
Expense Reports
Insurance Papers
Inventories
Journals
Leases
Manuscripts
Maps
Payrolls
Permits
Personnel Papers
Physical Examinations
Production Statistics
Property Records
Purchase Orders
Quotations
Research Papers
Resolutions
Specifications
Surety Bonds
Surveys
Tax Papers
Test Papers
Testimony
Time Records
Tracings
Vouchers

Safe-File "60" Legal Size

8134.1

The 4-drawer standard height has 100½ net filing inches.

8133.1

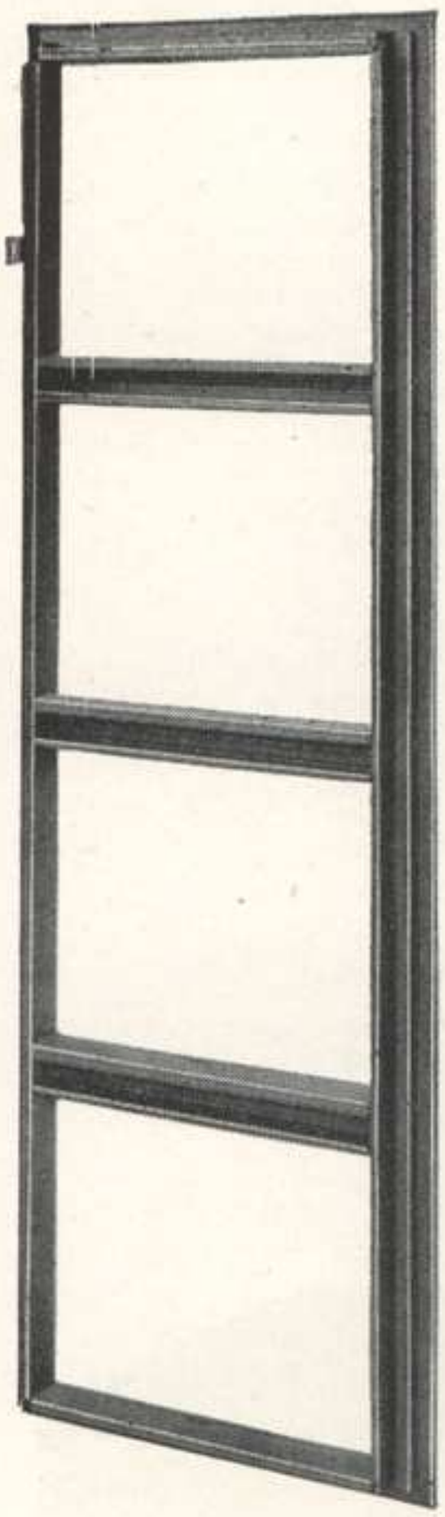
The 3-drawer counter height has 75⅜ net filing inches

8132.1

The 2-drawer desk-side height has 50¼ net filing inches

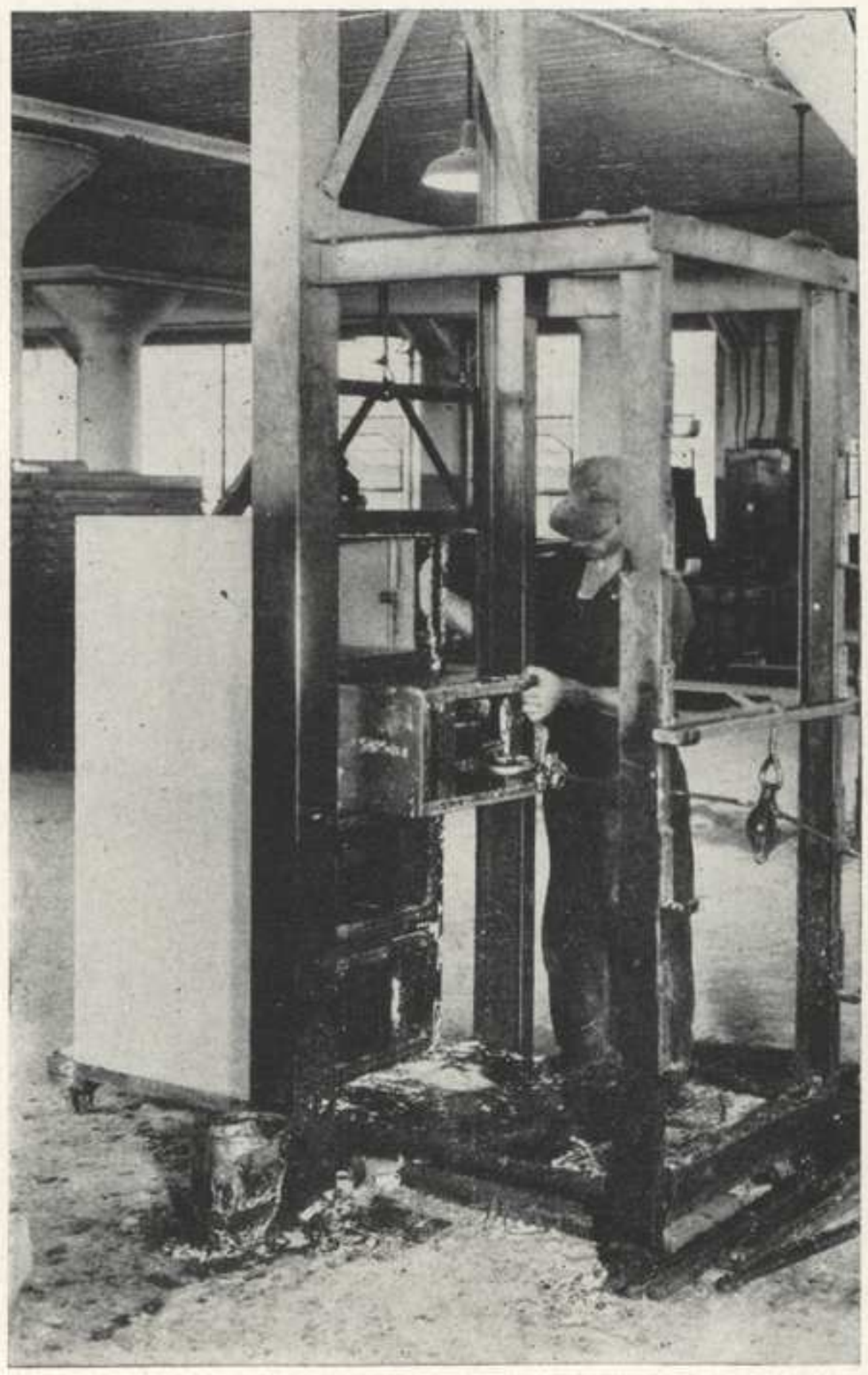
A REINFORCED MONOLITH

How Safe-File 60's Structural Strength Is Built In



Front Frame

. . . The completely welded and tenoned front frame has deep tongues and grooves, which are filled with insulation, making a single, strong unit of insulation and frame.



Monolithic Insulation

. . . The insulated monolith is cast in one piece around a heavy steel mesh, reinforced by channel steel uprights.

. . . The bulkheads are cast integral with top, bottom, sides and back, to form individual safe-compartments.

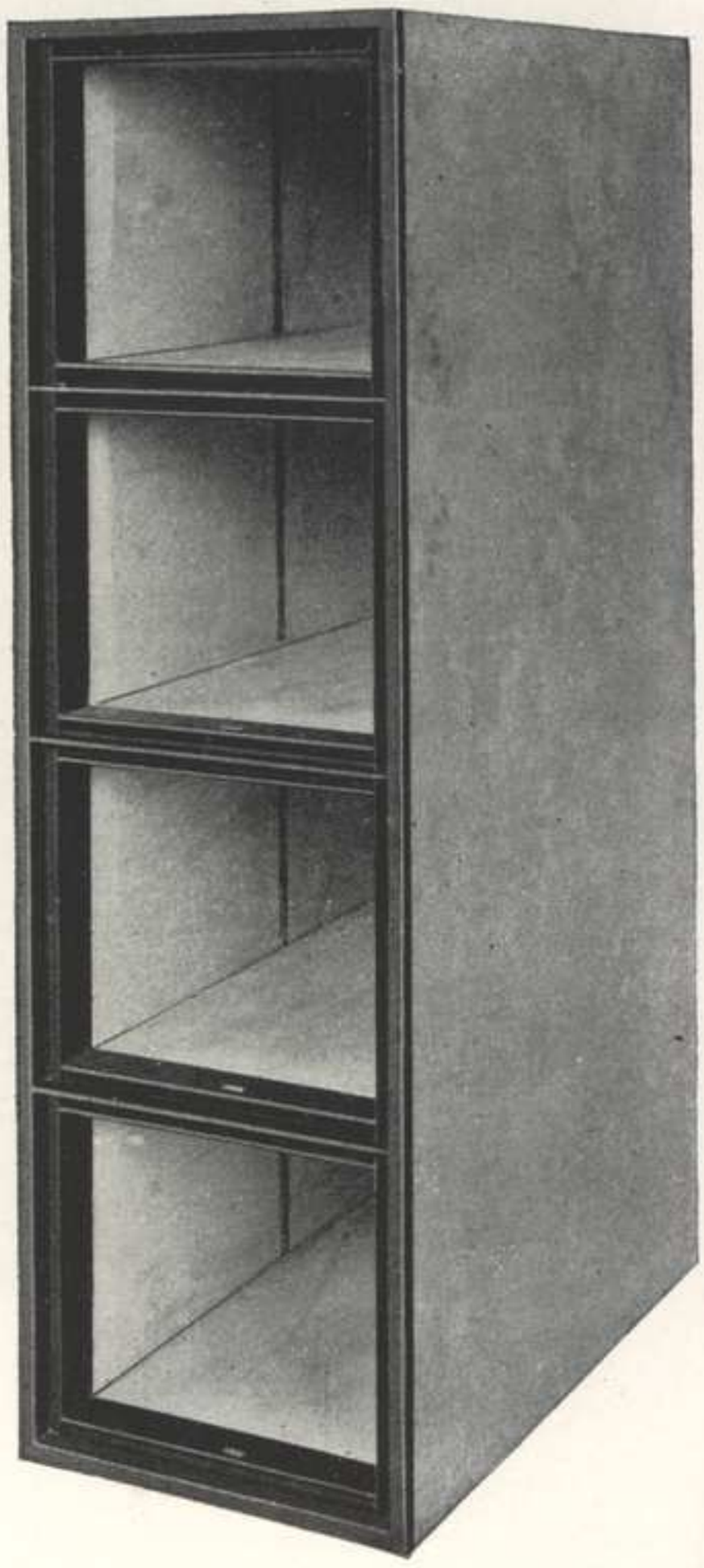
. . . There is thus created a construction of great strength and great ability to counteract the attack and spread of heat.

Casing of Steel

. . . A heavy steel casing is fitted around the monolithic insulation, adding strength and contributing to appearance.

. . . Between the monolith and the casing is inserted further insulation in the form of a thick asbestos sheet.

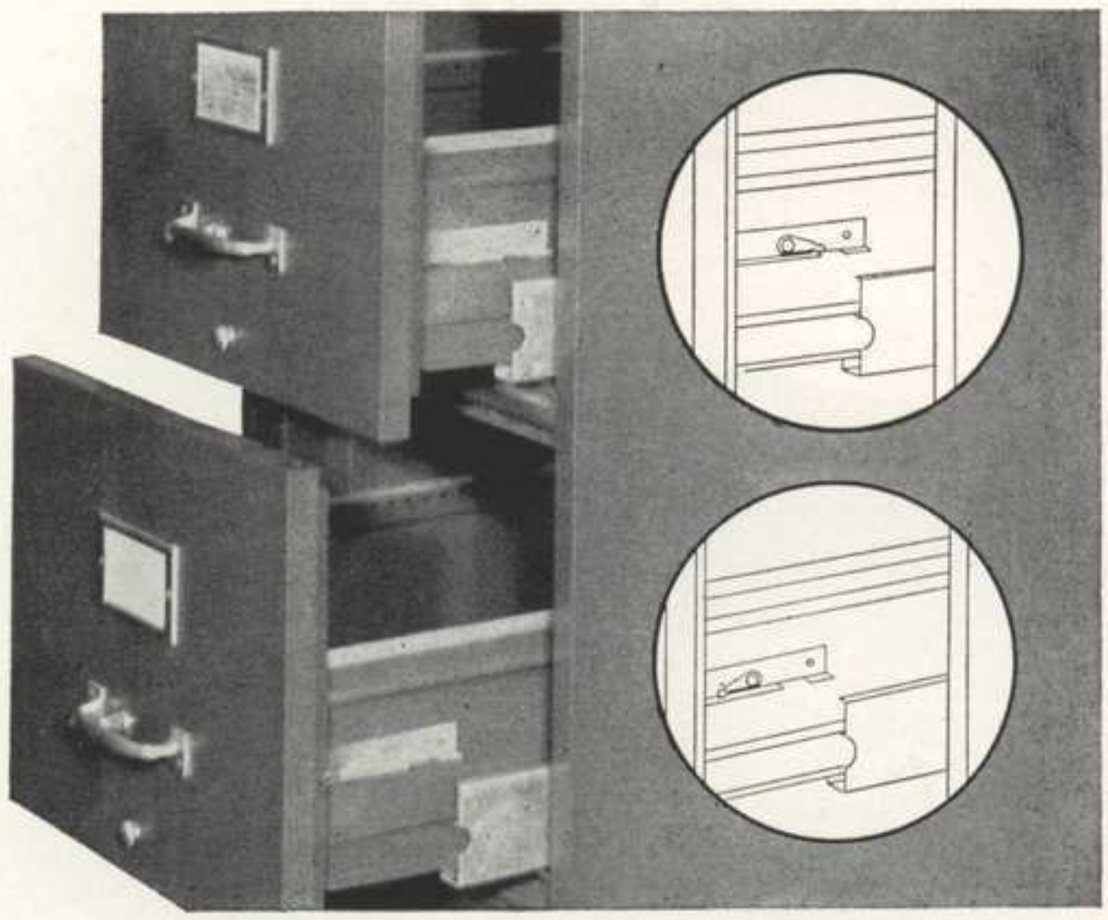
. . . Standard mar-proof pyroxlin finishes of the casing is "Gray-Rite." Other finishes available subject to delay.



REMINGTON RAND INC.

COMBINING SAFETY AND CONVENIENCE

All the Working Features You Expect from Superior Files

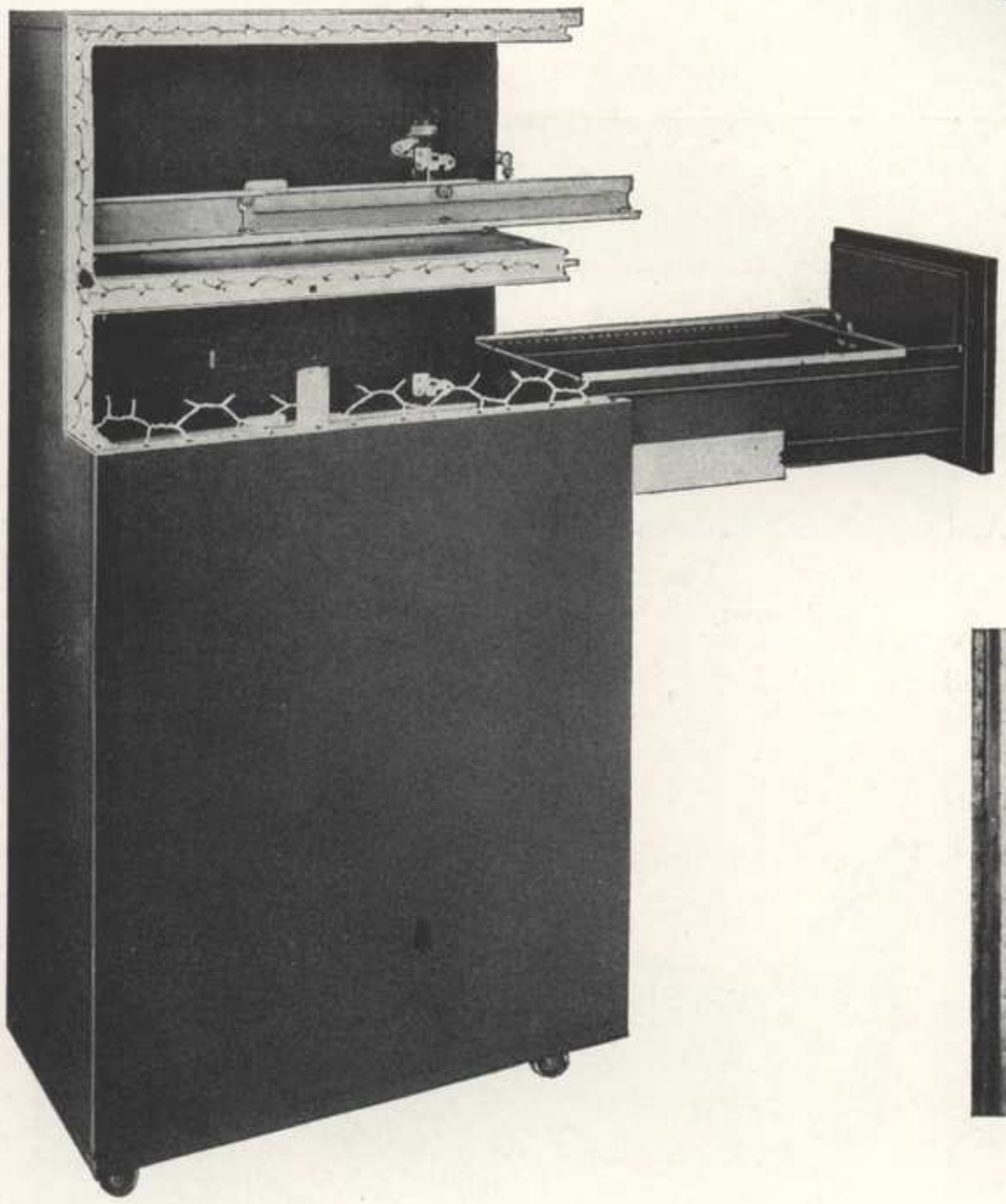


Completely Reinforced!!

. . . Heavy channel upright reinforcements are cast in the monolith to provide strength and anchorage for suspended parts.

. . . Interlocking tongue and groove construction places each drawer in a separate fire-protected compartment, producing the effect of adjoining safes.

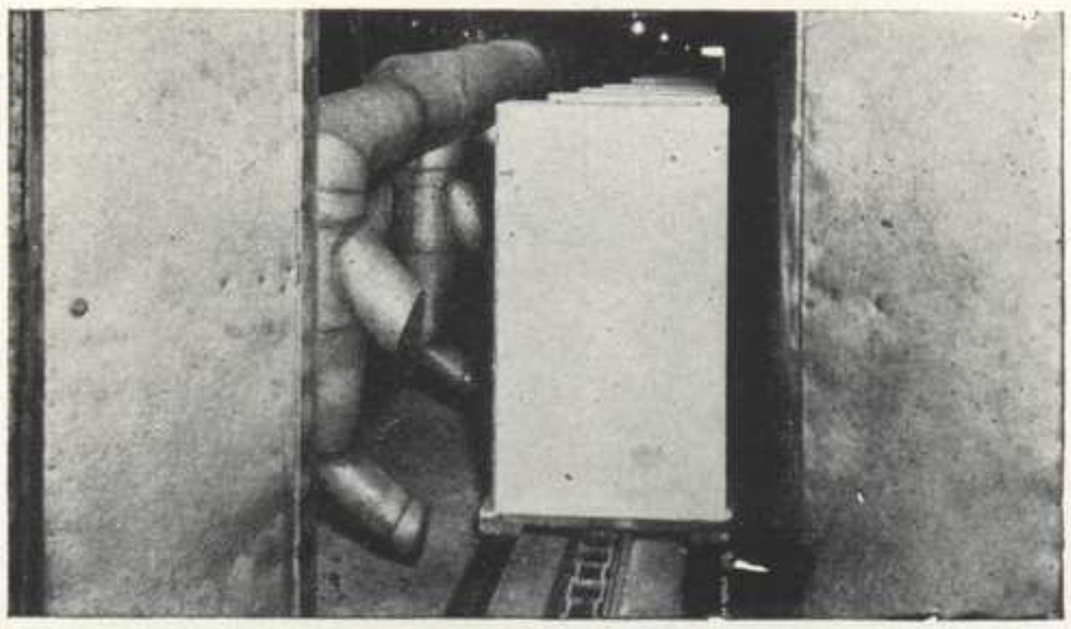
. . . The case slides, and the heavy bulkheads provide great additional strength.



Master Lock Arrangement

. . . One master lock secures all drawers—yet any drawer or combination of drawers may be disengaged from the locking mechanism and left accessible for repeated reference.

. . . The sketches illustrate the simple trip device which makes this additional protection and convenience possible. No. 1 shows the lever in position to disengage the locking mechanism—permitting this drawer to be opened and closed while other drawers are locked. No. 2 shows the lever flipped forward. This drawer will lock when closed and remain locked until the key is turned.

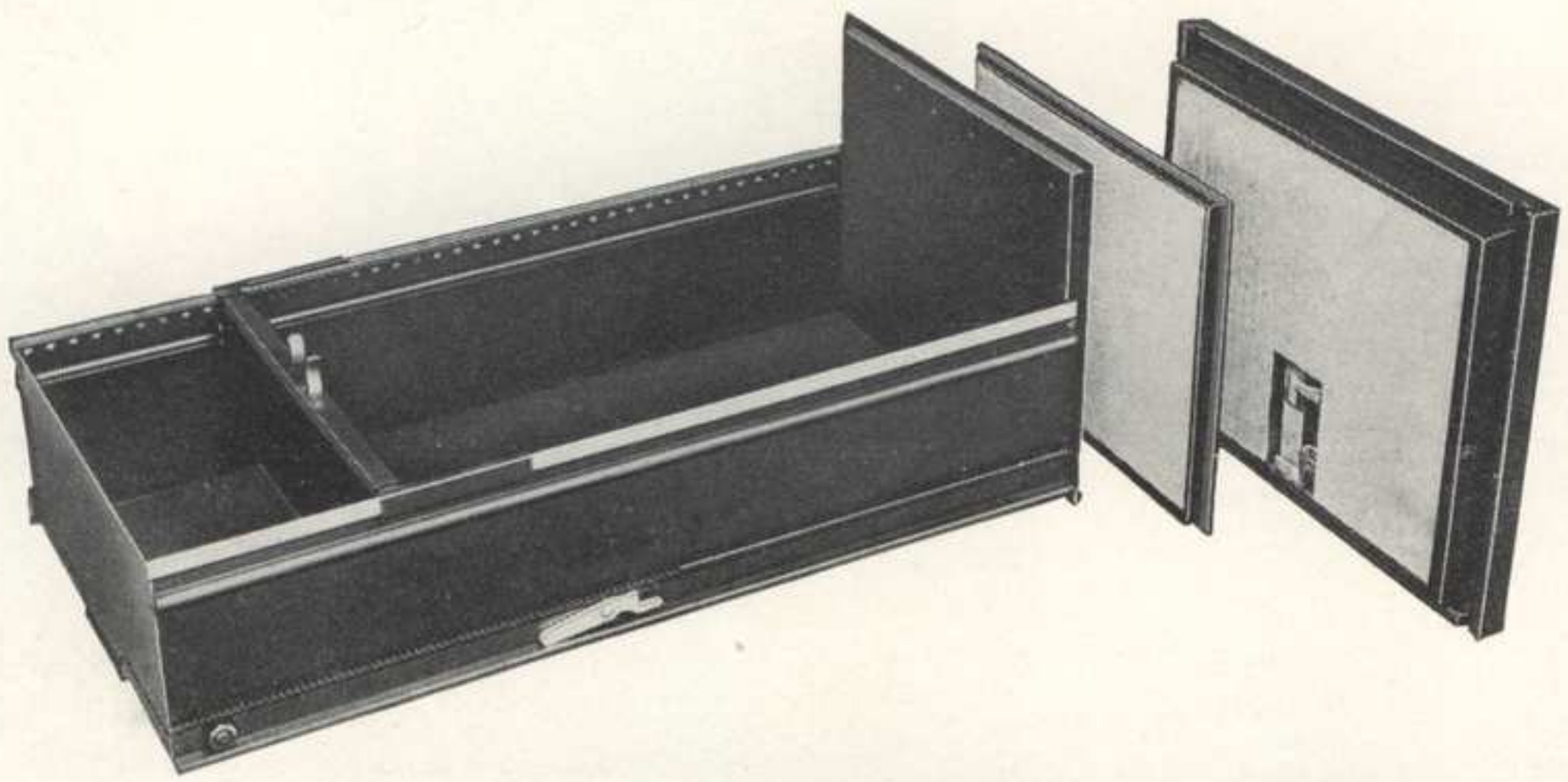


Readily Movable

. . . The hydration process is a long one. Free water, which evaporates with time, must be eliminated.

. . . Galvanometer tests must show a free water content of less than ½% before the insulation passes inspection.

THE SLIDE DOES MOST OF THE WORK
These Devices Assure Reference Ease

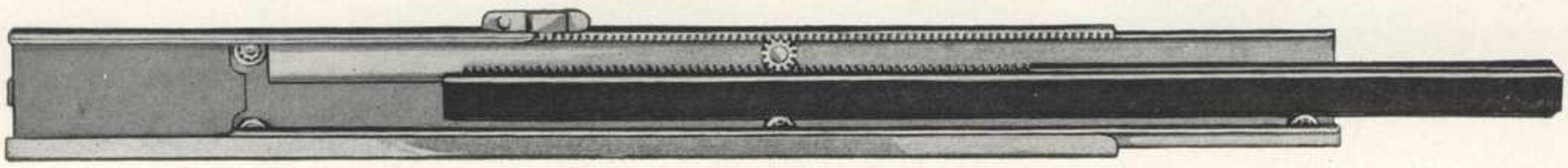


One-Piece Body

. . . The drawer body is formed of a single sheet of steel, with the drawer back and inner drawer head welded to it.

. . . The outer drawer head is heavily insulated. Asbestos gaskets, fitted into the grooves, provide a tight fire barrier.

. . . A space saving follower rides on zinc plated rails. Flexi-Files, Flexi-Blocks or Multiple Dividers may be substituted for the follower.



Side view of the new progressive gear-actuated suspension. The middle member, in dark color, is fastened to the side of the drawer.

Gear Actuated Suspension

. . . Here is ease of operation, despite a heavy load. And here is continuous operation over a business lifetime.

. . . The slide is a self-actuating, gear type, progressive suspension. All metal parts are strengthened by bends and are plated against rust.

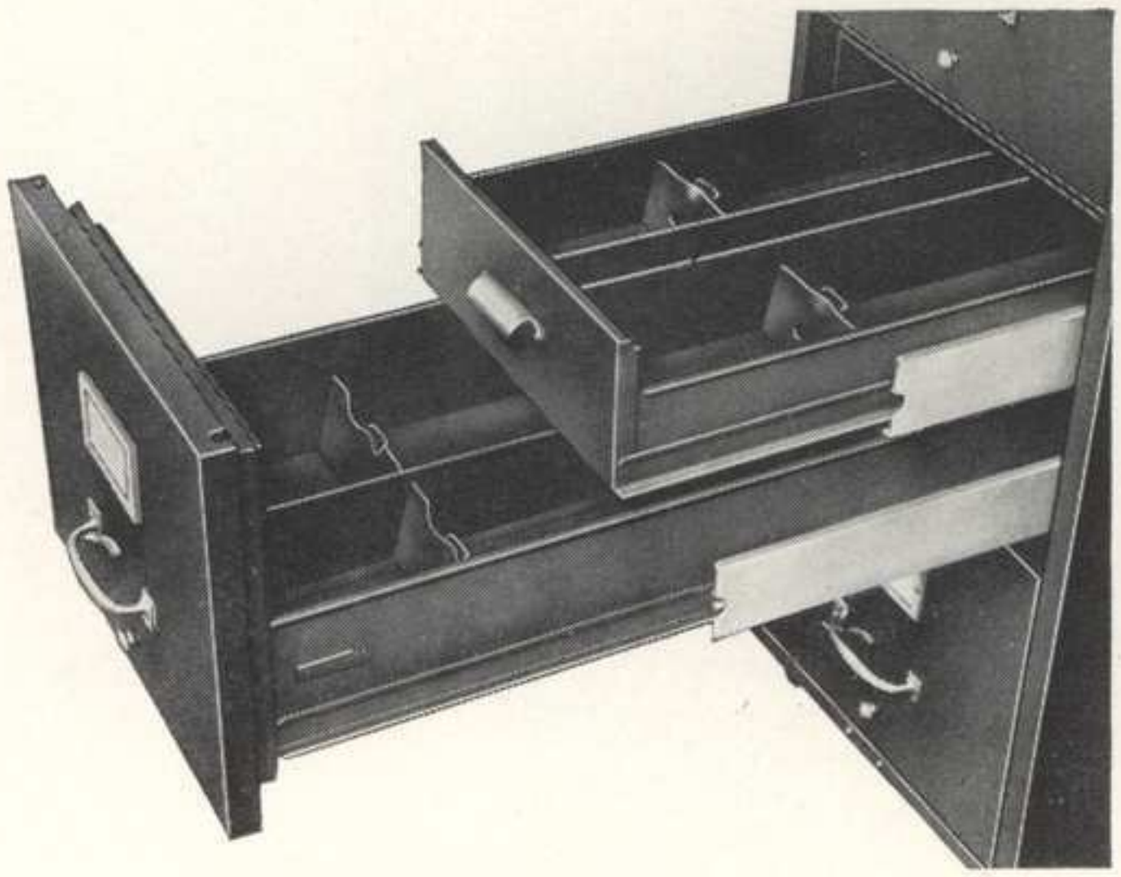
. . . The slide operates without sag or side sway, and permits complete access to the rear of drawer when extended.

. . . This suspension is full ball-bearing, eight rollers per drawer. They travel on 72 hardened steel balls in hardened ball races.

Card Inserts

. . . Insert drawers and removable trays permit combination of record keeping and filing on the same floor area.

. . . Trays may be supplied for suspension lengthwise or crosswise of the drawers.

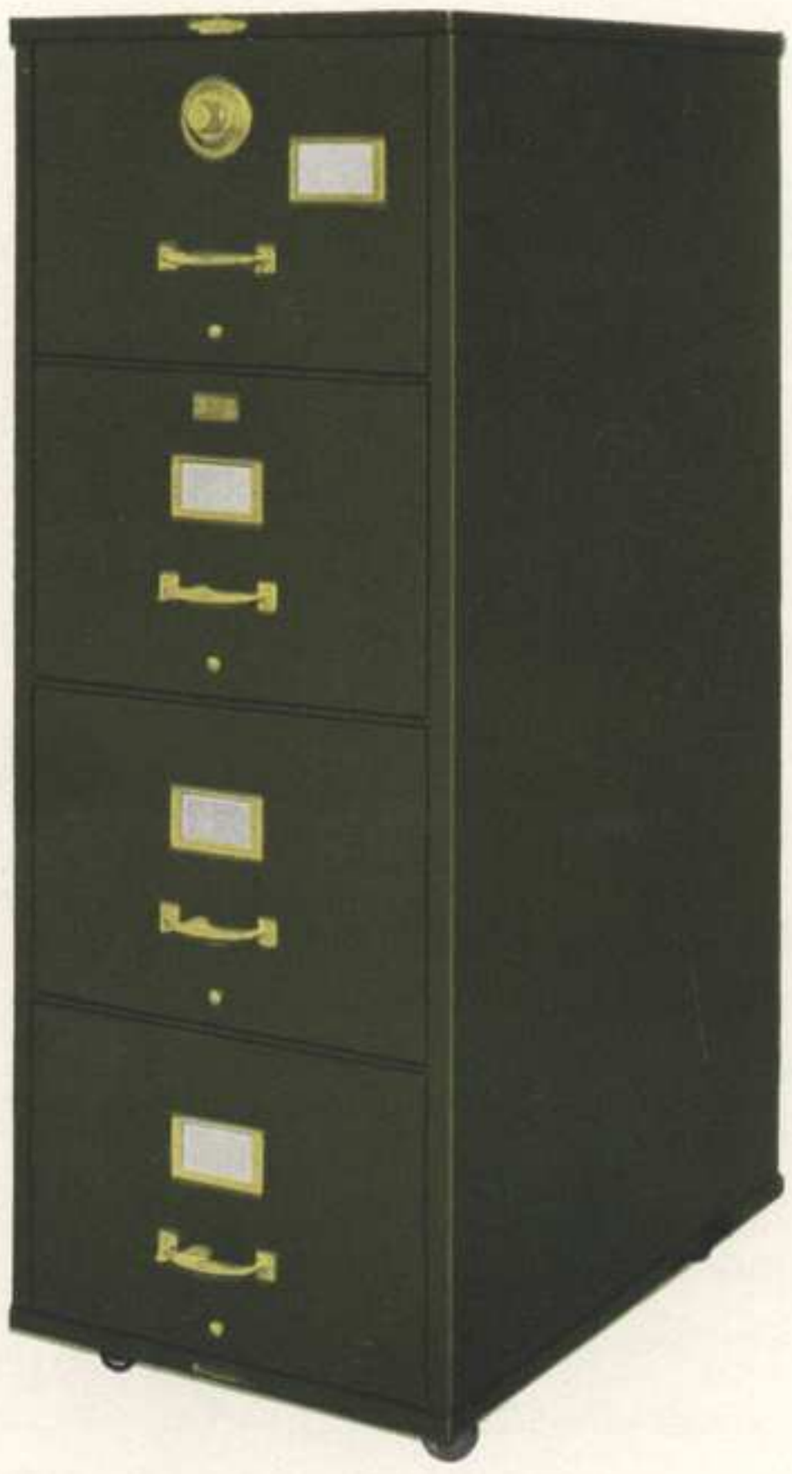


REMINGTON RAND INC.

FOR PROTECTION AGAINST THEFT

The Safe-File 60 With Combination Locks

60 minutes of certified protection against severe temperature



11,000 combinations to thwart theft and unwanted reference

No Time To Take Chances

. . . A combination lock may govern any drawer of a Safe-File.

. . . May be installed on two, three and four drawer Safe-Files in the letter or legal size.

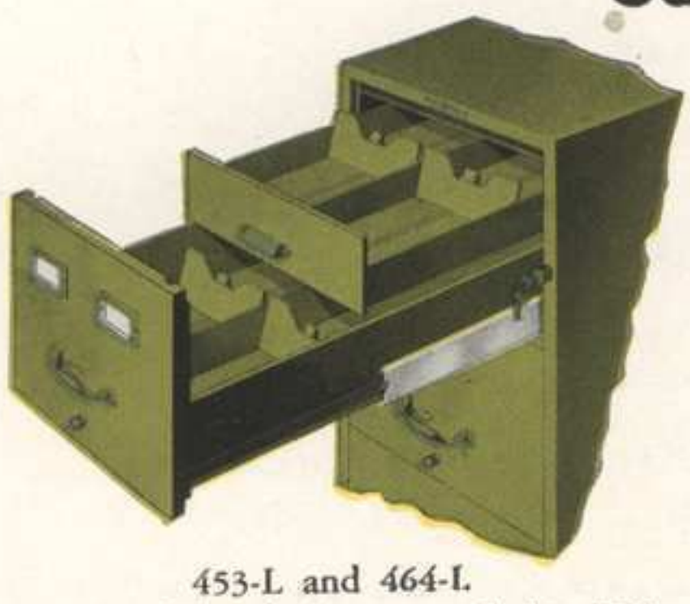
. . . The combination may be used in conjunction with the standard pilaster lock to set up top drawer control of all drawers.

. . . There are 11,000 possible combinations, a range of protection that effectively prevents duplication.

. . . Existing international conditions often make this safety imperative.

The combination lock on the Safe-File 60 supplies complete protection for safeguarding important and confidential documents against theft.

PROVIDING FLEXIBILITY
Safe-File 60 Insert Drawers



453-L and 464-L.

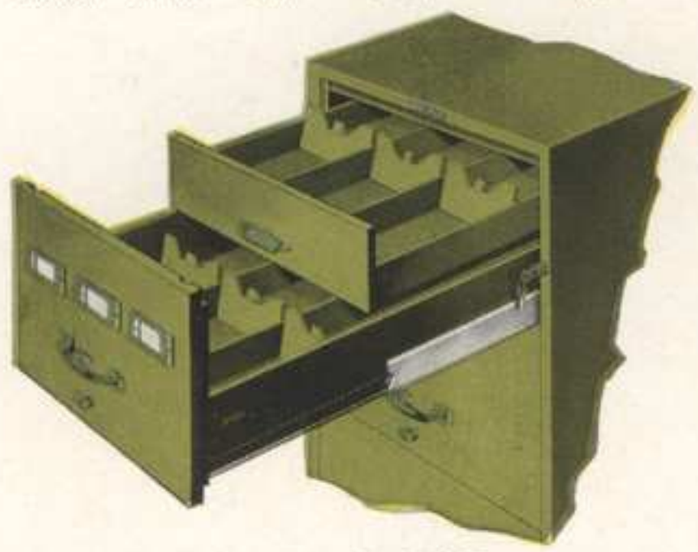
Type of insert drawer used for 5 x 3 cards and for 6 x 4 cards in the letter size SAFE-FILE. Four compartments.

Inside dimensions of drawers for 5 x 3 cards.

	Width	Height	Depth
Upper Insert	5⅛″	4 11/16″	23⅛″
Lower Insert	5⅛″	4 11/16″	24⅝″

Inside dimensions of drawers for 6 x 4 cards.

	Width	Height	Depth
Upper Insert	6⅛″	4 11/16″	23⅛″
Lower Insert	6⅛″	4 11/16″	24⅝″



653-C and 464-C

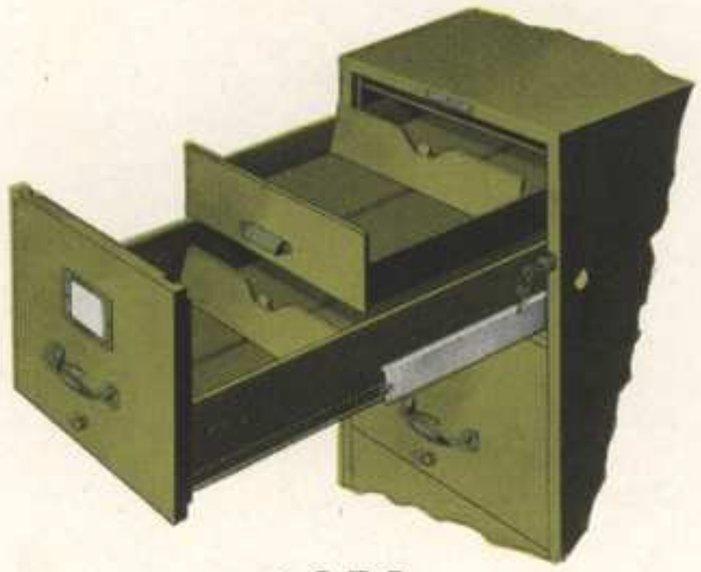
Type of insert drawer used for 5 x 3 cards and for 6 x 4 cards in the legal size SAFE-FILE. Six and four compartments, respectively.

Inside dimension of drawers for 5 x 3 cards.

	Width	Height	Depth
Upper Insert	5⅛″	4 11/16″	23⅛″
Lower Insert	5⅛″	4 11/16″	24⅝″

Inside dimensions of drawers for 6 x 4 cards.

	Width	Height	Depth
Upper Insert	6⅛″	4 11/16″	23⅛″
Lower Insert	6⅛″	4 11/16″	24⅝″



2 C F L

Insert drawers for cancelled cheques. Made for letter size SAFE-FILES only. Two compartments.

Inside dimension of drawers for cheques.

	Width	Height	Depth
Upper Insert	9½″	4 11/16″	23⅛″
Lower Insert	9½″	4 11/16″	24⅝″

Every Record Accessible

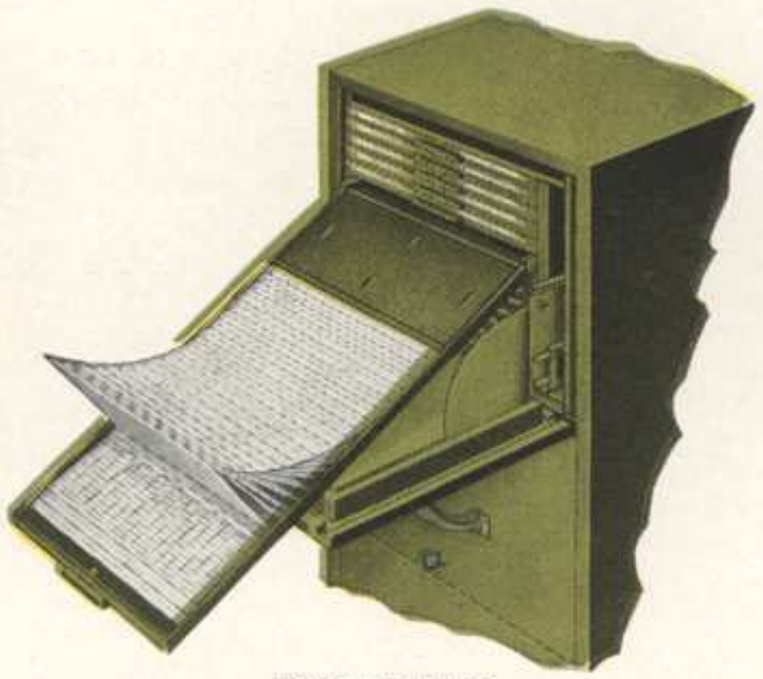
. . . Safe-File "60" inserts are of two types—drawers and removable trays. They are available for both letter and legal size drawer openings.

. . . Drawer inserts are actually separate drawers, operating on their own suspension slides, locked by the general unit lock.

. . . Removable trays are suspended on flanges along the drawer sides, lengthwise or crosswise, at one or two levels.

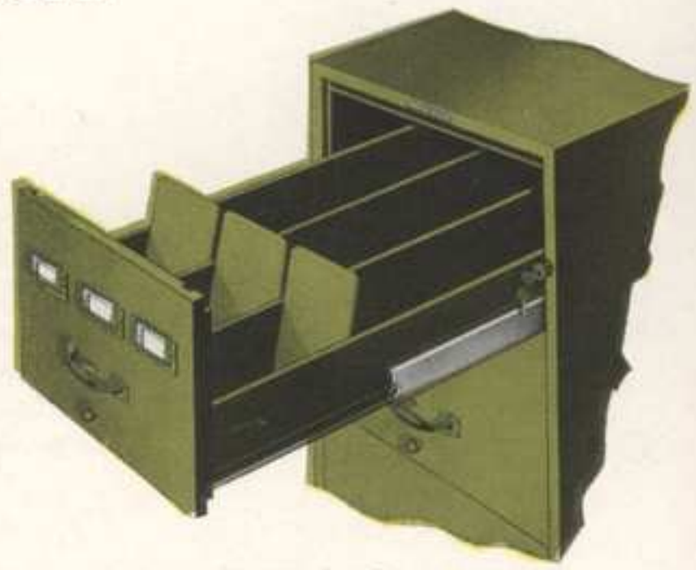
. . . Sizes are available for 5x3, 6x4 and 8x5 card records, for checks and for documents.

. . . Insert drawers are supplied from our factory. Field insertion is apt to impair the Safe-File "60's" fire protective ability.



DROPHEAD

for installation and protection of a Kardex cabinet.

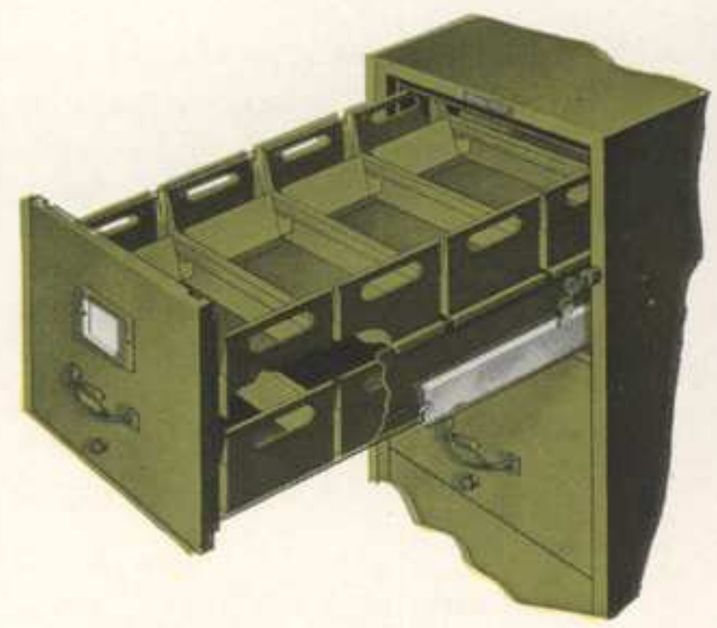


2.1 D F L and 3 D F C

Method of filing documents in both letter size and legal size SAFE-FILES. Letter size two compartments. Legal size three compartments.

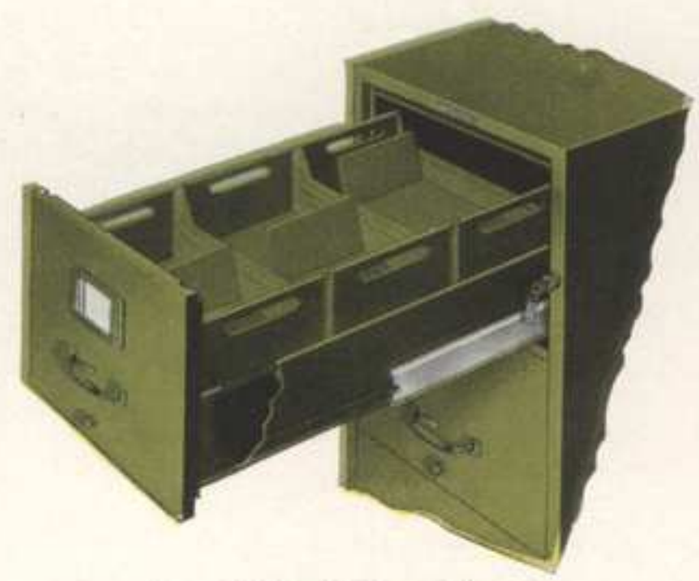
Inside Dimensions

	Width	Height	Depth
Letter	6 3/32″	10 5/16″	24″
Legal	5⅛″	10 5/16″	24″



5 x 3 and 6 x 4 Card Tray Inserts

Placed crosswise in drawer. Available for both letter and legal size SAFE-FILES. The lower tier of 4 trays rests on the drawer bottom. The upper tier is suspended at the ends by flanges resting on the drawer sides. Upper tier must be removed to reach the lower one. Net filing inches in tray for letter size drawer, 10½ inches; for legal drawer, 13¾ inches.



8 x 5 Card Tray Insert

Placed crosswise in drawer. Available for both letter and legal size SAFE-FILES. Only one tier can be used. Trays rest on flanges on drawer sides. Net filing inches in tray for letter size drawers, 10½ inches, for legal size drawer, 13¾ inches.

REMINGTON RAND INC.

SPECIFICATIONS

Safe-File 60 Insert Drawers

LETTER AND LEGAL SIZES

Catalog Number	DESCRIPTION	INSIDE DRAWER DIMENSIONS						WEIGHT
		Upper Insert			Lower Insert			
		W.	H.	D.	W.	H.	D.	
	For Letter Size Spaces							
453L	Four 5x3 Card Drawers	5 1/8	4 11/16	23 1/8	5 1/8	4 11/16	24 5/8	26
464L	Four 6x4 Card Drawers	6 1/8	4 11/16	23 1/8	6 1/8	4 11/16	24 5/8	25
2CFL	Two Check Files	9 1/2	4 11/16	23 1/8	9 1/2	4 11/16	24 5/8	26 1/2
2.IDFL	Two Document Files	.....	.....	.....	6 3/32	10 5/16	24	1
	For Legal Size Spaces							
653C	Six 5x3 Card Drawers	5 1/8	4 11/16	23 1/8	5 1/8	4 11/16	24 5/8	26 1/2
464C	Four 6x4 Card Drawers	6 1/8	4 11/16	23 1/8	6 1/8	4 11/16	24 5/8	25 1/2
3DFC	Three Document Files	.....	.....	.....	5 1/8	10 5/16	24	1 1/2

Note:—Inserts listed above can be installed only at the factory.

REMOVABLE CROSS-FILE TRAYS

Catalog Number	DESCRIPTION	Dimensions Outside			Weights	
		W.	H.	D.	Net	Packed
	For LETTER Size Drawers					
1220.11	5x3 tray—without hooks	5 3/8	5	11 3/4	2 3/4	3 3/4
1220.12	5x3 tray—with hooks	5 3/8	5	11 3/4	2 3/4	3 3/4
1220.13	6x4 tray—without hooks	6 3/8	5	11 3/4	3 1/4	4 1/4
1220.14	6x4 tray—with hooks	6 3/8	5	11 3/4	3 1/4	4 1/4
1220.15	8x5 tray—without hooks	8 3/8	7	11 3/4	4 1/2	5 1/2
1220.16	8x5 tray—with hooks	8 3/8	7	11 3/4	4 1/2	5 1/2
	For LEGAL Size Drawers					
1220.21	5x3 tray—without hooks	5 3/8	5	15	3 1/2	4 1/2
1220.22	5x3 tray—with hooks	5 3/8	5	15	3 1/2	4 1/2
1220.23	6x4 tray—without hooks	6 3/8	5	15	4	5
1220.24	6x4 tray—with hooks	6 3/8	5	15	4	5
1220.25	8x5 tray—without hooks	8 3/8	7	15	5 1/2	6 1/2
1220.26	8x5 tray—with hooks	8 3/8	7	15	5 1/2	6 1/2

Note:—Net filing space in tray for letter size drawer 10 1/2". For legal size 13 3/4".

Important:—Catalog number of Unit in which trays are to be used, and whether the Unit is equipped with Lever or Rail type followers, must be shown on all orders for these trays.

Trays without hooks are for use in bottom of drawer. Trays with hooks hang suspended on the drawer sides. The 5x3 and 6x4 size trays can be double decked one tier without hooks in bottom of drawer and the second tier with hooks suspended from drawer sides in all Units, 8x5 size can be used in single tier only either in bottom of drawer or suspended from drawer sides.

ACCESSIBILITY, HANDLING EASE

Flexiblocks

FLEXIBLOCK stops the tendency of folders to "slump" or "climb." It tilts at a touch to form a perfect finding "V", and, pressure removed, it springs to its usual upright stance. Files *must* be neat. Flexiblocks are adjustable in a file drawer—by means of hooks which engage in notches spaced along the drawer bottom. Properly pierced channels may be installed in any letter or legal files providing the drawers have the necessary depressions at the sides. Four Flexiblocks per drawer are recommended for most efficient operation. Four occupy just half the space of one ordinary follower. And space is far better utilized than is possible if your files are equipped with followers. Filed material is supported at *four* points along the drawer length instead of one. This makes for neatness and accuracy.

To order Flexiblock equipment you need only specify the catalog number of the Remington Rand cabinet which you use. If units of other manufacture are to be fitted with Flexiblocks, complete dimensions must be given.

FLEXIBLOCKS

Compressor Channel Insert Cat. No. 954; one required in each drawer of Letter and Legal size Safe-Files when Flexiblocks are installed in units in the field.

Flexiblocks are for use in units the drawers of which are already partially equipped with Flexiblocks, or in units the drawers of which have previously been equipped with the necessary Flexiblock Compressor Channels.

Catalog Number	Size	For the Following Units
944	Letter	Safe-Files 8112.1, 8113.1 and 8114.1
946	Legal	Safe-Files 8132.1, 8133.1 and 8134.1

REMINGTON RAND INC.

EXPANSION, NOT COMPRESSION

Flexi-Files

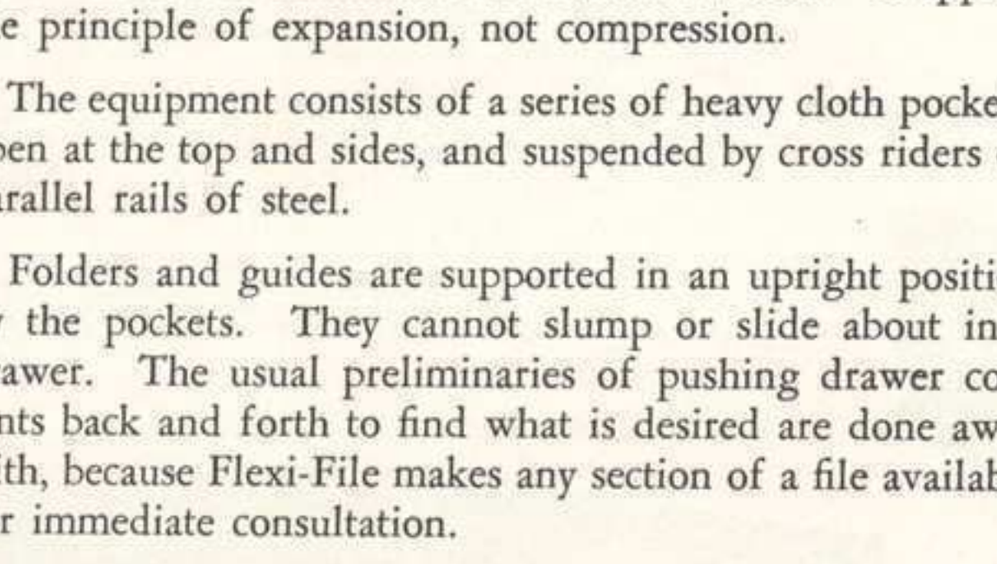
Here is a distinct improvement in filing cabinet operation. Flexi-File eliminates the follower block. It applies the principle of expansion, not compression.

The equipment consists of a series of heavy cloth pockets, open at the top and sides, and suspended by cross riders on parallel rails of steel.

Folders and guides are supported in an upright position by the pockets. They cannot slump or slide about in a drawer. The usual preliminaries of pushing drawer contents back and forth to find what is desired are done away with, because Flexi-File makes any section of a file available for immediate consultation.

Flexi-File keeps a drawer perpetually neat. Shake it as you will, guides and folders settle automatically into place.

This equipment is standard for many Remington Rand filing cabinets. It may be installed in any vertical file drawer, in sorting trays, mail distributors, storage containers, etc.



This is Flexi-File. The equipment consists of a series of cloth pockets suspended on parallel metal riders.

SPECIFICATIONS

8 pockets per unit is standard in all drawers 10″ to 16″ deep inside, in letter and legal size units.

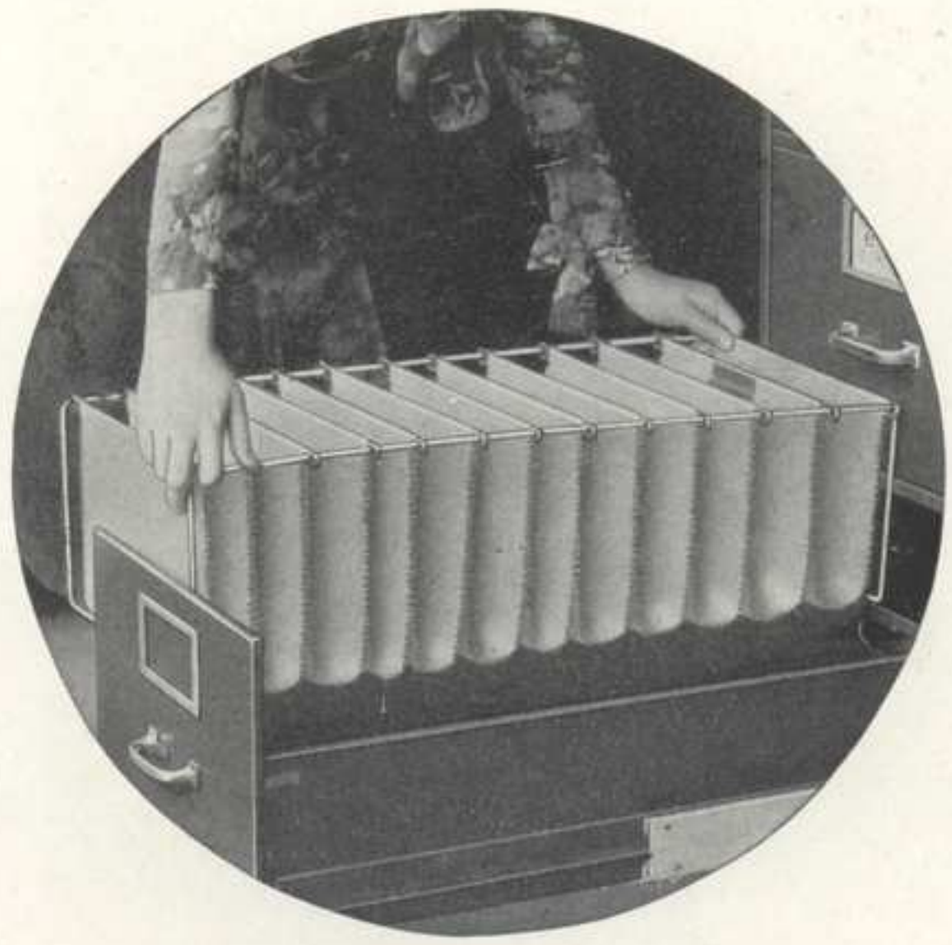
9 pockets per unit is standard in all drawers 16″ to 20″ deep inside, in letter and legal size units.

12 pockets per unit is standard in all drawers 20″ to 27″ deep inside, in letter and legal size units.

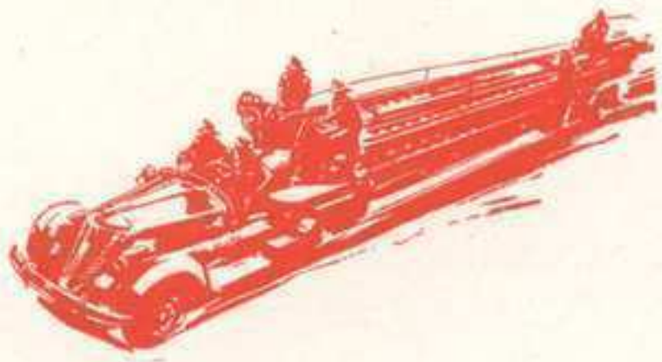
14 pockets per unit is standard in all drawers 27″ to 30″ deep inside, in letter and legal size units.

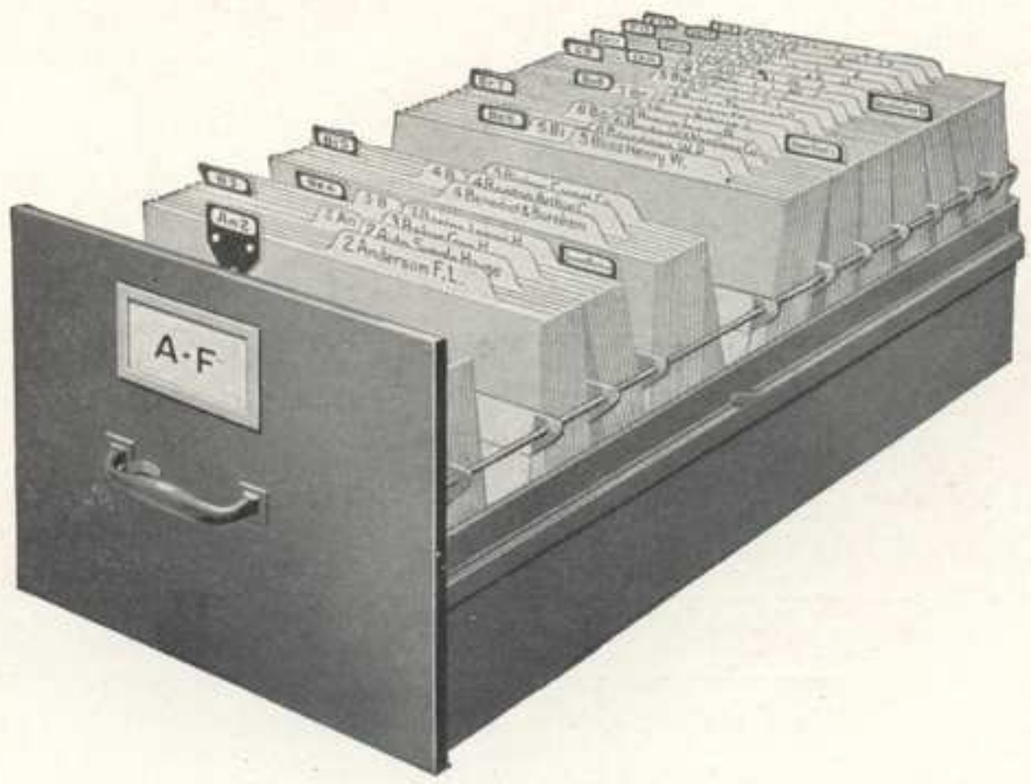
Standard height of frame 7¼″ (from drawer bottom to top of wire frame).

Standard depth of pocket 8⅝″ (from top of rider).



Installing Flexi-File—Just remove the follower. Then set the unit in the drawer.





Flexi-File in action. Folders and guides stand stiffly erect and are ready for reference anywhere.

REMINGTON RAND INC.

SECURITY FOR ACTIVE RECORDS

The Safe-Cross File 60, The Safe-Check File 60

The Safe-Check File

. . . Protection—right at the point of use —for cancelled checks, replacing uninsulated files or crowded vault space.

. . . Contains 5 drawers (10 compartments) suspended on gear actuated slides, with space for 40,000 checks. Adaptable also to 8x5 card filing.

. . . Certified by the Safe-Cabinet Laboratory and the Safe Manufacturers National Association as providing one hour of security against heat ranging to 1700 degrees.

The Safe-Cross File

. . . Used as a working file for 5x3, 6x4 and 8x5 cards, arranged crosswise of the drawers. Certified by the Safe-Cabinet Laboratory.

Specifications

SAFE-CHECK FILE, SAFE-CROSS FILE SAFE-CARD FILE

Catalog Number	DESCRIPTION	DIMENSIONS				Wgt's	
		Outside Width	Outside Height	Inside W.	Inside H.	Net	Pkd.
8166.1	CARD INDEX size—6 Drawers Divided (12 Compartments for 8x5 Cards)	21 3/8	53 3/4	8 1/4	6 11/64	810	915
8195.12	CHECK size—5, 2 Compartment Drawers	25 5/8	44 25/32	10	6 1/8	860	965
8195.13	CROSS FILE—5 Drawers	25 5/8	44 25/32	20 7/8	6 1/8	860	965
23329	Posting Unit with Lino. Top, no Legs, for use with 8195.12 or 8195.13 Unit	28				70	106
23324	End Legs for use with 23329 Posting Unit					10	13

REMINGTON RAND INC.

PROTECTION AT POINT OF USE

The Safe-Card-File 60

. . . Each drawer has two compartments for 8x5 inch records, and each compartment is equipped with a lever type follower block.

. . . Each drawer is fitted with a latch which automatically prevents accidental opening after closing.

. . . Each compartment provides space for approximately 2000 medium weight cards; each drawer holds 4000 cards; each unit holds 24,000 cards.

. . . Each unit is standard with a Yale paracentric lock.

. . . The Safe-Card-File is certified by the Safe-Cabinet Laboratory and the Safe Manufacturers National Association as capable of protecting its contents from heat reaching 1700 degrees during an hour's exposure.

. . . This unit may or may not be specified with a caster base.

Specifications

REMOVABLE TRAYS AND INSERT For 8195-13 Safe-File 60

TRAYS

No. Cat.	Description	Dimensions Outside W.	H.	D.
	FOR CROSS-WISE FILING			
1221.1	Check Tray—with Rod..	9 11/16	5	20 5/8
1221.2	5x3 Tray—No Rod.....	5 3/8	5	20 5/8
1221.3	6x5 Tray—No Rod.....	6 3/8	5	20 5/8
1221.4	8x5 Tray—No Rod.....	8 3/8	5 7/8	20 5/8
	FOR LENGTH-WISE FILING			
1222.2	5x3 Tray—No Rod.....	5 3/8	5	27 11/16
1222.3	6x4 Tray—No Rod.....	6 3/8	5	27 11/16
1222.4	8x5 Tray—No Rod.....	8 3/8	5 7/8	27 11/16
1222.5	Check Tray—with Rod for use in 8195.13 only	9 11/16	5 7/8	29

Net Filing Capacity in Crosswise Trays—Check Size 18 1/4", 5x3 Size 19 3/8", 6x4 Size 19 3/8", 8x5 Size 19 3/8".

Net Filing Capacity in Lengthwise Trays—Check Size 26 5/8", 5x3 Size 26 7/16", 6x4 Size 26 7/16", 8x5 Size 26 7/16".

INSERT

	FOR LENGTHWISE FILING			
1223	Removable Insert, 4 Compartments for 5x3 Cards, compressors, No. Rods....	20 13/16	4 5/8	29 3/8

Each Compartment 5 1/8" wide x 4 3/4" high x 27 1/2" deep Inside Clear Filing Capacity.

CERTIFIED SECURITY FOR PUNCHED CARDS

The Tabulating Card Safe-File 60

The double lever type construction results in the tightest compression ever given a follower.

The quick release follower is easily moved backward or forward.

. . . One hour's protection from fire, certified by the Safe-Cabinet Laboratory.

. . . Eight drawers, each suspended on the famous progressive gear-type extension slide, each accommodating two removable trays for cards.

. . . Bottoms of tray and drawer have openings through which cards may be raised and easily removed.

. . . Trays have high sides to facilitate stacking at the tabulating machines.

. . . Drawer labels permit insertion of a tabulating card to form a label.

SPECIFICATIONS

Tabulating Card Safe-File 60

Catalog Number	DESCRIPTION	DIMENSIONS					
		Outside Width	Outside Height	Inside W.	Inside H.	Weights Net	Weights Pkd.
8198.1	TABULATING size—8, 2 Compartment Drawers, No Trays	22 13/32	59 25/32	8 13/64	5 11/32	910	1035
2721.3	Tabulating Tray only for 8198 with positive Locking Gear Type Compressor	.....	.....	7 1/2	3 21/32	10	18

REMINGTON RAND INC.

PERFORMANCE AS CERTIFIED
"Contents Saved" In Safe-File 60

(Right). This Safe-File 60 is back at work after a bomb ignited fire in the offices of Colgate Palmolive Peet Ltd., Pimlico, England.

(Left). Exceedingly valuable papers were saved by this Safe-File 60 in this fire at McLeod's Department Store, Littleton, N. H., December 15, 1938.

Offices of the St. Joseph, Mo., Credit Bureau, burned August 11, 1940. These Safe Card-File 60's are shown in temporary quarters next day. All records were saved.

A GOOD DESK COMPANION

The Drawer-Safe 60

. . . The Drawer-Safe 60 is the ideal "beside your desk" file, a convenient place for working papers.

. . . One hour of certified protection at the point of use or action.

. . . Suitable for home valuables—private letters, photographs, manuscripts, paintings, etchings and articles of sentimental worth.

. . . The drawer is equipped with vertical separators which hold papers stiffly upright. They are adjustable at half inch intervals.

SPECIFICATIONS

The Drawer-Safe 60

Safe-Cabinet Laboratory 1 Hour Label

FIRE EXPOSURE:—Exposure on all sides to Severe fire (reaching 1700 degrees F.) for at least one hour without damage to paper contents.

Catalog Number	DESCRIPTION	DIMENSIONS						WEIGHTS	
		Outside			Inside			Net	Crated
		W.	H.	D.	W.	H.	D.		
8011½	Drawer-Safe with two steel partitions adjustable every half inch	16¾	14 11/16	20 13/16	12¼	10½	16¾	140	165
B-8011	Base for above	16½	16½	20 9/16	.....	.....	.....	20	43

Due to the dimensions and construction of the Drawer-Safes they cannot be equipped with compressors. The two adjustable steel vertical partitions noted above are furnished to take the place of compressors.

EXTRAS FOR DRAWER-SAFE

Locks:—The Drawer-Safe is standard equipped with a Flat Key Spring lock, which cannot be masterkeyed. Serial number plates are placed on the bottom of all Drawer-Safes for reference when ordering extra keys.

No. 5556S Paracentric key lock may be installed at the factory.

Masterkeyed No. 5556S Paracentric key lock may be installed at the factory.

Note:—When more than one Drawer-Safe is ordered "Locks different" will be furnished unless otherwise specified.

Casters:—Base may be equipped with casters.

Partitions:—Adjustable vertical partitions (two furnished with each Drawer-Safe). Additional partitions available on order.

ONE HOUR PROTECTION

The Safe-Desk 60

. . . Made of two insulated Safe-File 60's spanned by a linoleum top.

. . . Provided with a plain storage drawer between the pedestals for stationery and supplies.

. . . Efficient card indexing is accomplished by cross file trays suspended within the drawers.

SPECIFICATIONS

The Safe-Desk 60

Safe-Cabinet Laboratory 1 Hour Label

FIRE EXPOSURE:—Exposure on all sides to severe fire (reaching 1700 degrees F.) for at least one hour without damage to paper contents.

Desk consists of one Linoleum (Tan) Desk Top with enameled steel binding edge. Each end is supported by one two-drawer Safe-File with casters, and plain drawer between pedestals. The plain drawer is divided into two compartments. One compartment is 4″ deep, 2⅛″ high, running the full width of the drawer at the front. Back compartment is 15⅜″ wide, 2⅛″ high and 19⅜″ deep. Desk Top is 31½″ deep overall. Height 31 7/16″.

No.	DESCRIPTION	Length of Top	WEIGHTS	
			Net	Crated
2.1L	Safe-Desk with 2 two-drawer Safe-Files (Letter Size).....	60″	770	1225
2.1C	Safe-Desk with 2 two-drawer Safe Files (Legal Size).....	66½″	820	1335

Locks:—The Safe-Desk is standard equipped with a paracentric Key Pilaster Lock on each of the two Safe-Files. Master-keying this lock available on order. When more than one Safe-Desk is ordered "Locks alike" will be furnished unless otherwise specified.

REMINGTON RAND INC.

PROTECTION PLUS BEAUTY

"Gray-Rite" — Sensational New Color for the Office

This exciting new gray shade for office furnishings is capturing attention everywhere with its sleek, burnished elegance . . . its perfection of tone.

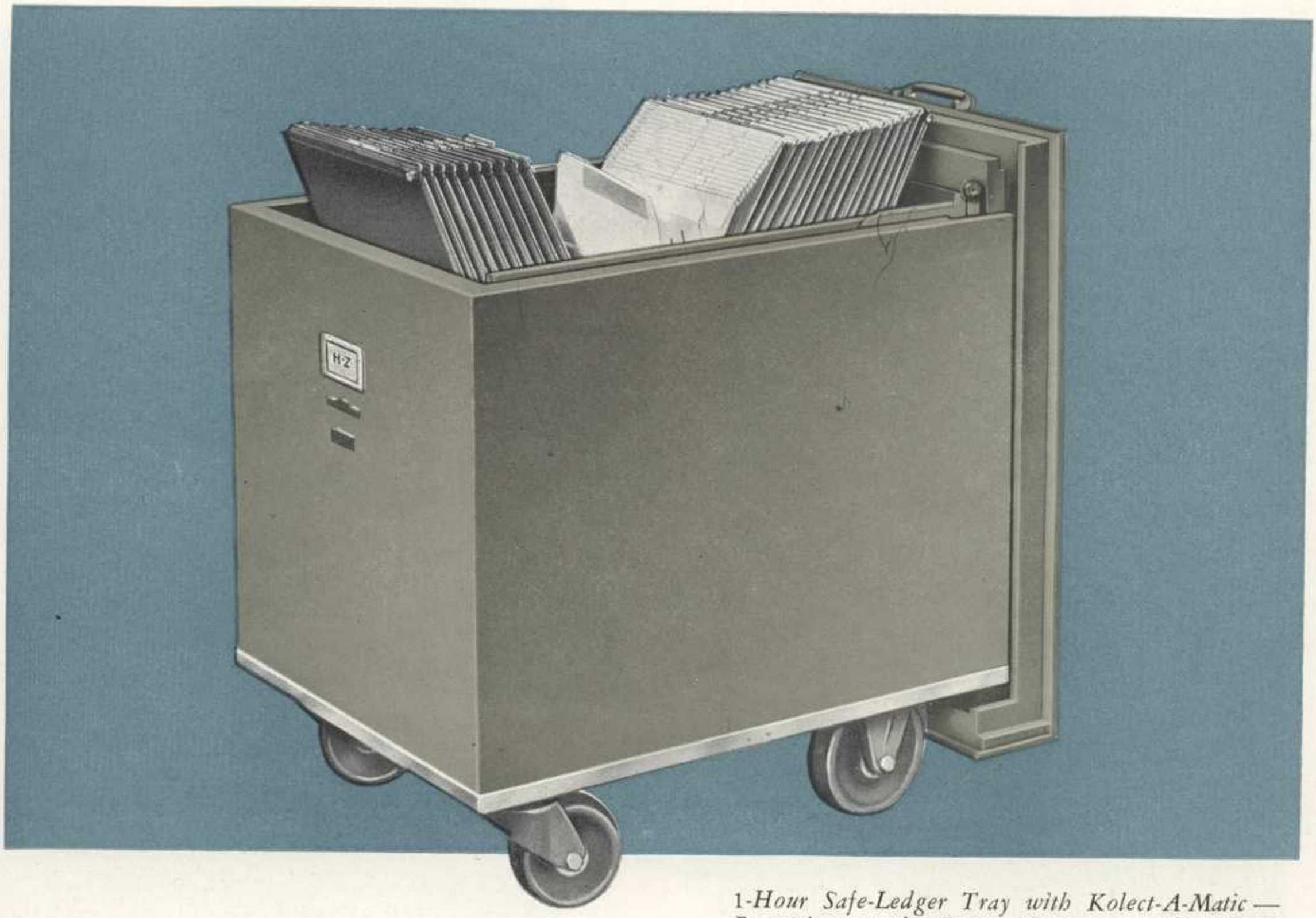
Gray-Rite brings light and beauty to private office and general work space . . . a soft, restful gray lightly tinted with viridian — just a hint of emerald in the color blend. It is soothing yet authoritative in the modern, functional air it imparts to office arrangements.

This new color is the result of years of research and experimentation in collaboration with interior decorators, engineers and psychologists. It is perfect for new installations, and a harmonious blend with existing equipment in olive green or wood tones.

Modern Safe-Kardex in the new "Gray-Rite"

REMINGTON RAND INC.

A Perfect Gray Shade, Heightened with the Silvery Beauty of Satin Finish Aluminum Fittings



1-Hour Safe-Ledger Tray with Kolect-A-Matic — Protection at the Point of Use, in "Gray-Rite"

"Color-Engineered" Gray-Rite Reduces Office Glare

The restful beauty of "Gray-Rite" is now standard for all Safe-File and Safe-Cabinet equipment.*

In addition to the security you achieve in owning certified protection for vital business records, you also benefit by the scientific sight-saving provided by this new color.

A major cause of eye strain in business offices is the contrast between the paper white of correspondence, records, etc., and the dark background of conventionally finished desks, cabinets and work space. For minimum strain, background colors must reflect sufficient light to neutralize these contrasts — while avoiding the surface glare of an overly glossy finish. Gray-Rite achieves this goal — independent laboratory tests show a non-glaring light reflection factor *three times* that of dark green.

Reduced eye strain means increased health and efficiency for executives and employees alike. If planning a new office, make "Gray-Rite" the keynote of your decorating scheme. If adding to already existing equipment, be assured that "Gray-Rite" will harmonize perfectly with other shades — even bring out their qualities as well as create its own smart, modern effect.

**NOTE: Olive green finish shown in some places in this catalog is available only subject to delay — at the same price as "Gray-Rite".*

REMINGTON RAND INC.

A SUPERIOR FILE PLUS PROTECTION

The Safe-File 30 — A Half Hour of Security

THE SEAL OF PROTECTION

Cat. No. 8014—4-drawers, letter size
Cat. No. 8034—4-drawers, legal size

The Difference Between Ashes and Assets!

. . . SAFE-FILE "30" possesses all the superior features of the world's finest filing cabinet, the Remington Rand "Aristocrat", PLUS certified protection.

. . . This extra value is yours for a cost above that of the "Aristocrat" amounting to only 11 cents per month distributed over a ten-year amortization period.

. . . SAFE-FILE "30" offers you this security because it is thoroughly insulated against heat.

Unquestionable Certification

. . . SAFE-FILE "30" is certified as able to resist exposure to fire, reaching 1550 degrees on all surfaces for thirty minutes, without damage to its paper contents.

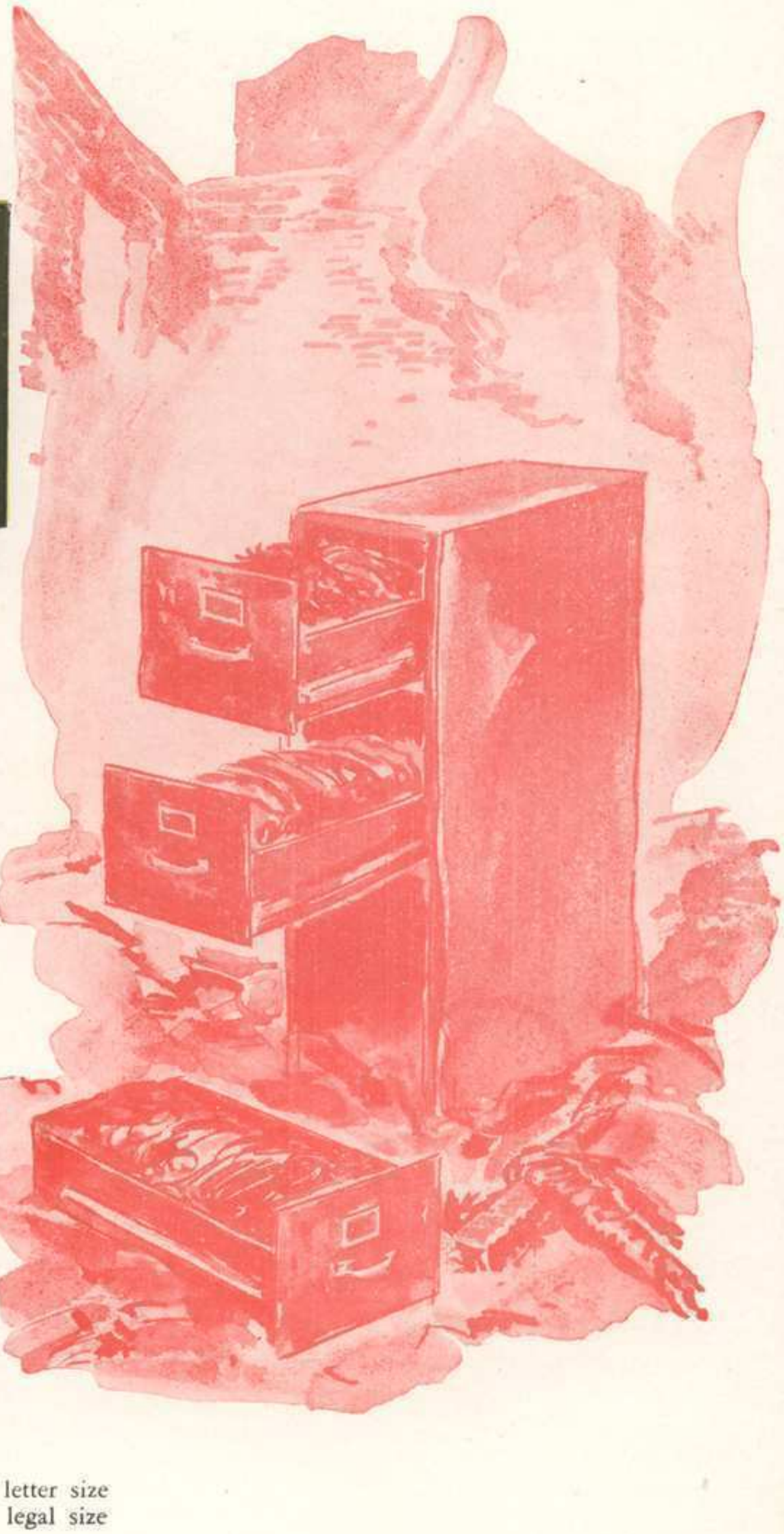
. . . This certification comes from the Safe-Cabinet Laboratory, on the basis of actual laboratory furnace tests.

REMINGTON RAND INC.

20% SAVING IN FLOOR SPACE

The 5-Drawer Safe-File 30

The Penalty of Misplaced Confidence

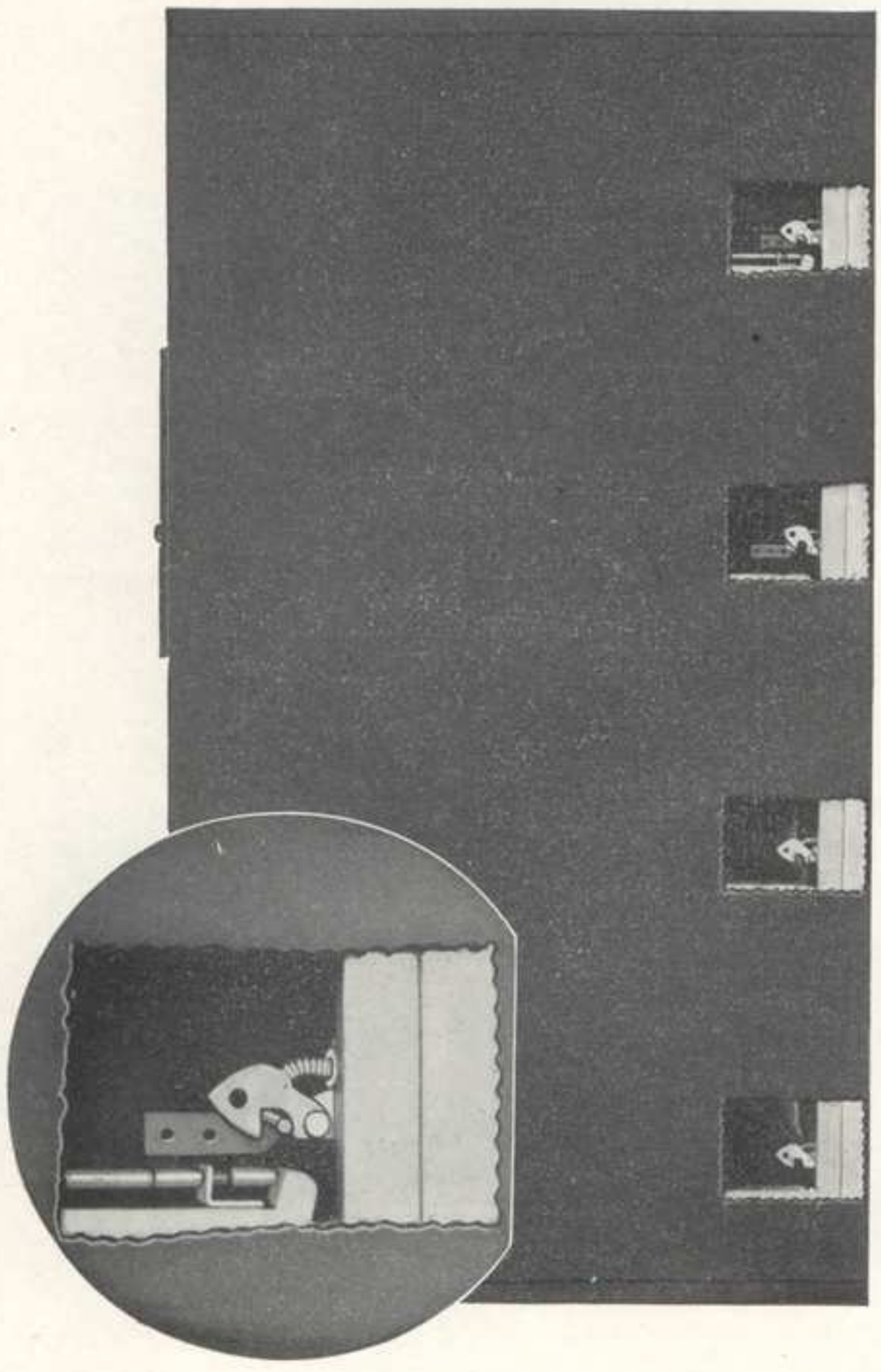


Cat. No. 8015, 5-drawers, letter size
Cat. No. 8035, 5-drawers, legal size

REMINGTON RAND INC

EACH DRAWER IN A SAFE COMPARTMENT

Safe-File 30 Protects From Fire and From Unwanted Reference



All Drawers Controlled

. . . The lock is a Yale paracentric lock and automatically controls all SAFE-FILE "30" drawers when the plunger is pressed inward.

. . . The lock column is located at the back of the cabinet and within the cast.

. . . Each drawer is individually locked by individually catching hooks.

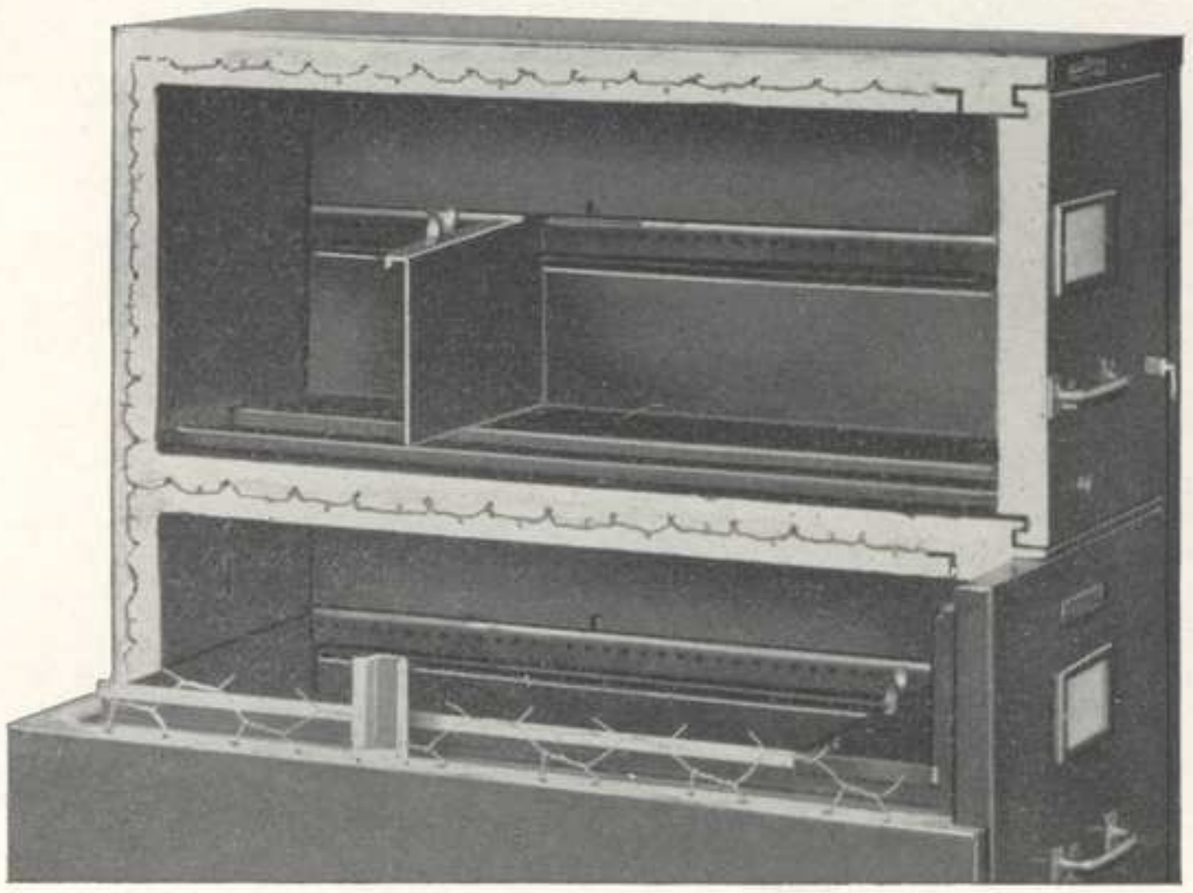
. . . A drawer extended when the plunger is pressed, is locked as soon as closed.

. . . Master keys are entirely practical. Lock changes are easily accomplished.

Insulated Bulkheads

. . . Insulated bulkheads are cast integral with the top, bottom, sides and back.

. . . Each drawer compartment is an individually insulated safe, distributing the risk when fire strikes.



REMINGTON RAND INC.

SPECIFICATIONS

The Safe-File 30

LETTER AND LEGAL SIZES

Catalog Number	DESCRIPTION	DIMENSIONS				Wgt's	
		Outside Width	Outside Height	Net Inside W.	Net Inside H.	Net	Pkd.
8014	LETTER size—4 drawers, with rail type Follower Blocks	15¾	51¼	12¼	10½	385	465
8014.51	LETTER size—4 drawers, with 1 Flexiblock per drawer	15¾	51¼	12¼	10½	385	465
8014.55	LETTER size—4 drawers, with Flexiblocks—4 per drawer	15¾	51¼	12¼	10½	385	465
8034	LEGAL size—4 drawers, with rail type Follower Blocks	19	51¼	15½	10½	460	550
8034.51	LEGAL size—4 drawers, with 1 Flexiblock per drawer	19	51¼	15½	10½	460	550
8034.55	LEGAL size—4 drawers, with Flexiblocks—4 per drawer	19	51¼	15½	10½	460	550
8015	LETTER size—5 drawers, with rail type Follower Blocks	15¾	61 7/16	12¼	10½	465	560
8015.51	LETTER size—5 drawers, with 1 Flexiblock per drawer	15¾	61 7/16	12¼	10½	465	560
8015.55	LETTER size—5 drawers, with Flexiblocks—4 per drawer	15¾	61 7/16	12¼	10½	465	560
8035	LEGAL size—5 drawers, with rail type Follower Blocks	19	61 7/16	15½	10½	515	615
8035.51	LEGAL size—5 drawers, with 1 Flexiblock per drawer	19	61 7/16	15½	10½	515	615
8035.55	LEGAL size—5 drawers, with Flexiblocks—4 per drawer	19	61 7/16	15½	10½	515	615

Units are 28″ deep outside exclusive of hardware and have a net filing capacity of 23½″ inches per drawer.

Casters:—Safe-Files "30" may be equipped with Casters 2⅜″ high (at the Factory only).

Locks:—When ordering more than one Safe-File "30" specify if "locks alike" or "locks different" are desired; also, on repeat orders specify number of lock customer desires. In all cases "locks alike" will be furnished unless otherwise specified. The Safe-File "30" is equipped with Paracentric lock which automatically locks all drawers. Each drawer also equipped with a spring latch. This device prevents drawers coming open in case of tipping or falling.

We can furnish only up to fifty key changes.

Safe-File "30" locks may be Master-Keyed on order.

FLEXIBLOCKS FOR SAFE-FILE "30"

Flexiblocks can be installed in Letter and Legal Size SAFE-FILES "30" equipped with Rail Type followers. No allowance is made for followers removed. Four are recommended per drawer.

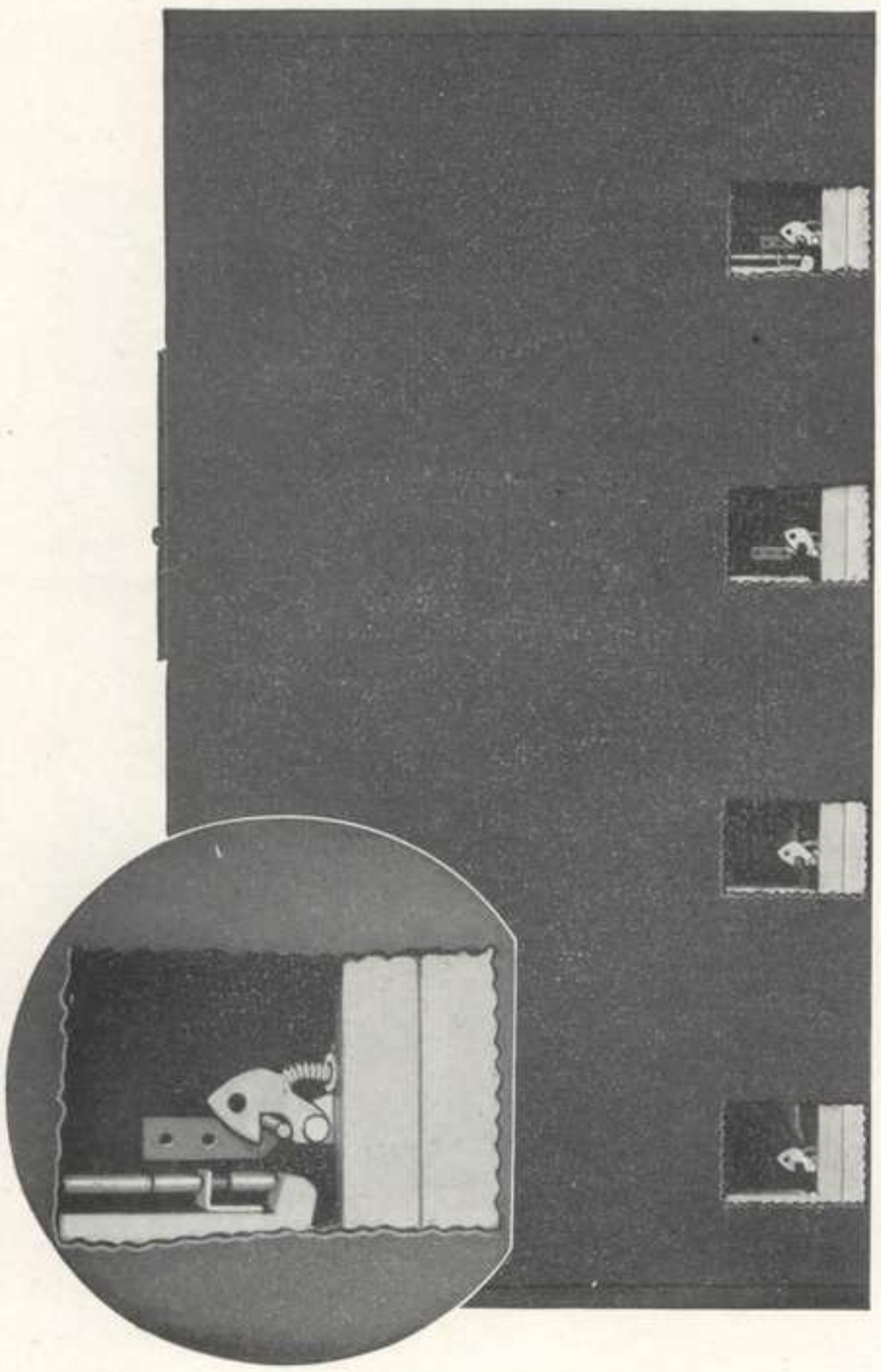
Compressor Channel Insert Cat. No. 949. One required in each drawer of 4 drawer Letter and Legal size Safe-File "30" when Flexiblocks are installed in units in the field. Not required in 5 drawer Safe-File "30".

Flexiblocks are for use in units the drawers of which are already partially equipped with Flexiblocks, or in units the drawers of which have previously been equipped with the necessary Flexiblock Compressor Channels. Compressor Channels are not required for 5-drawer SAFE-FILE "30" drawers.

Catalog Number	Size	For Use in the Following Units	Wgts. Net	Wgts. Pkd.
940	Letter	Safe-File 8015	1¼	2
942	Legal	Safe-File 8035	1½	2½
944	Letter	Safe-File 8014	1¼	2
946	Legal	Safe-File 8034	1½	2½

EACH DRAWER IN A SAFE COMPARTMENT

Safe-File 30 Protects From Fire and From Unwanted Reference



All Drawers Controlled

. . . The lock is a Yale paracentric lock and automatically controls all SAFE-FILE "30" drawers when the plunger is pressed inward.

. . . The lock column is located at the back of the cabinet and within the cast.

. . . Each drawer is individually locked by individually catching hooks.

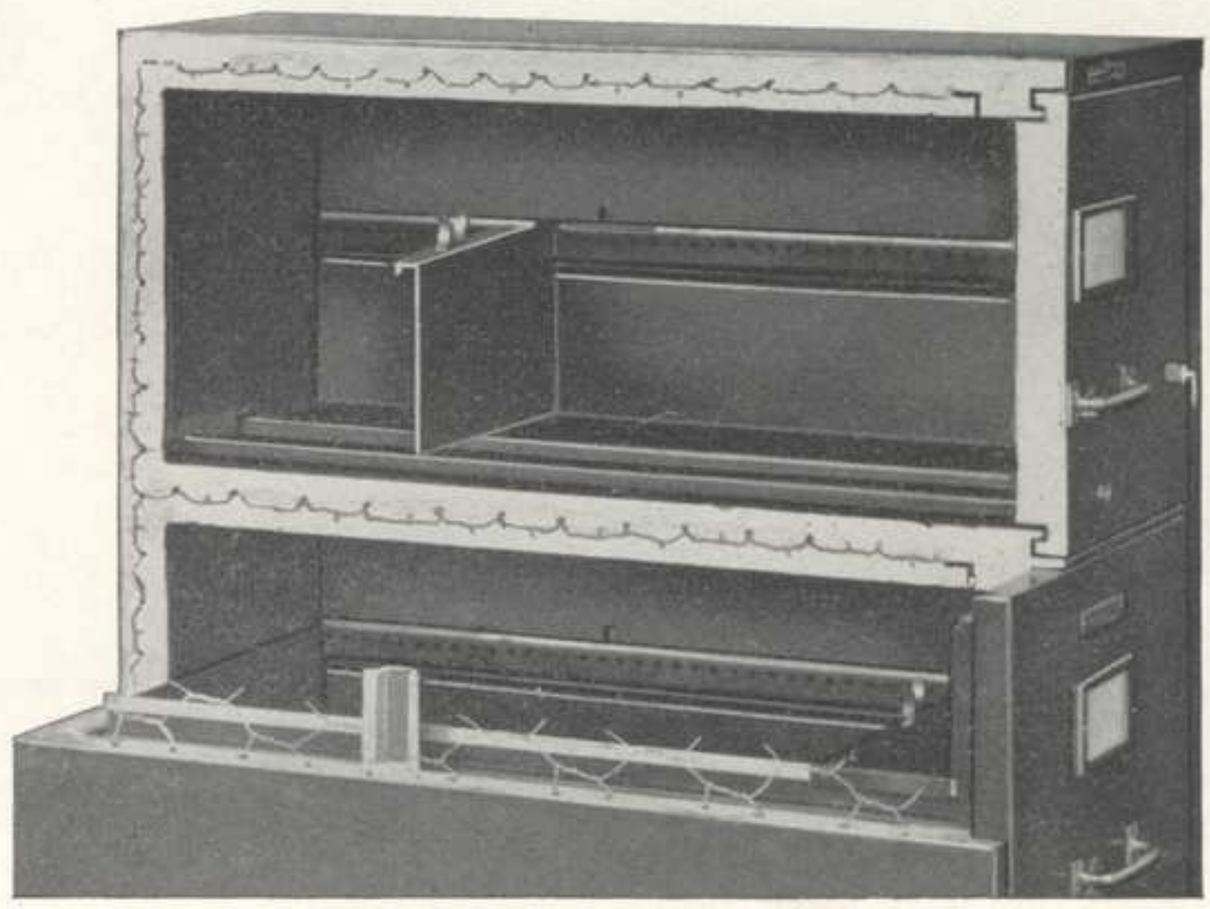
. . . A drawer extended when the plunger is pressed, is locked as soon as closed.

. . . Master keys are entirely practical. Lock changes are easily accomplished.

Insulated Bulkheads

. . . Insulated bulkheads are cast integral with the top, bottom, sides and back.

. . . Each drawer compartment is an individually insulated safe, distributing the risk when fire strikes.



SPECIFICATIONS

The Safe-File 30

LETTER AND LEGAL SIZES

Catalog Number	DESCRIPTION	DIMENSIONS				Wgt's	
		Outside Width	Outside Height	Net Inside W.	Net Inside H.	Net	Pkd.
8014	LETTER size—4 drawers, with rail type Follower Blocks	15¾	51¼	12¼	10½	385	465
8014.51	LETTER size—4 drawers, with 1 Flexiblock per drawer	15¾	51¼	12¼	10½	385	465
8014.55	LETTER size—4 drawers, with Flexiblocks—4 per drawer	15¾	51¼	12¼	10½	385	465
8034	LEGAL size—4 drawers, with rail type Follower Blocks	19	51¼	15½	10½	460	550
8034.51	LEGAL size—4 drawers, with 1 Flexiblock per drawer	19	51¼	15½	10½	460	550
8034.55	LEGAL size—4 drawers, with Flexiblocks—4 per drawer	19	51¼	15½	10½	460	550
8015	LETTER size—5 drawers, with rail type Follower Blocks	15¾	61 7/16	12¼	10½	465	560
8015.51	LETTER size—5 drawers, with 1 Flexiblock per drawer	15¾	61 7/16	12¼	10½	465	560
8015.55	LETTER size—5 drawers, with Flexiblocks—4 per drawer	15¾	61 7/16	12¼	10½	465	560
8035	LEGAL size—5 drawers, with rail type Follower Blocks	19	61 7/16	15½	10½	515	615
8035.51	LEGAL size—5 drawers, with 1 Flexiblock per drawer	19	61 7/16	15½	10½	515	615
8035.55	LEGAL size—5 drawers, with Flexiblocks—4 per drawer	19	61 7/16	15½	10½	515	615

Units are 28″ deep outside exclusive of hardware and have a net filing capacity of 23½″ inches per drawer.

Casters:—Safe-Files "30" may be equipped with Casters 2⅜″ high (at the Factory only).

Locks:—When ordering more than one Safe-File "30" specify if "locks alike" or "locks different" are desired; also, on repeat orders specify number of lock customer desires. In all cases "locks alike" will be furnished unless otherwise specified. The Safe-File "30" is equipped with Paracentric lock which automatically locks all drawers. Each drawer also equipped with a spring latch. This device prevents drawers coming open in case of tipping or falling.

We can furnish only up to fifty key changes.

Safe-File "30" locks may be Master-Keyed on order.

FLEXIBLOCKS FOR SAFE-FILE "30"

Flexiblocks can be installed in Letter and Legal Size SAFE-FILES "30" equipped with Rail Type followers. No allowance is made for followers removed. Four are recommended per drawer.

Compressor Channel Insert Cat. No. 949. One required in each drawer of 4 drawer Letter and Legal size Safe-File "30" when Flexiblocks are installed in units in the field. Not required in 5 drawer Safe-File "30".

Flexiblocks are for use in units the drawers of which are already partially equipped with Flexiblocks, or in units the drawers of which have previously been equipped with the necessary Flexiblock Compressor Channels. Compressor Channels are not required for 5-drawer SAFE-FILE "30" drawers.

Catalog Number	Size	For Use in the Following Units	Wgts. Net	Wgts. Pkd.
940	Letter	Safe-File 8015	1¼	2
942	Legal	Safe-File 8035	1½	2½
944	Letter	Safe-File 8014	1¼	2
946	Legal	Safe-File 8034	1½	2½

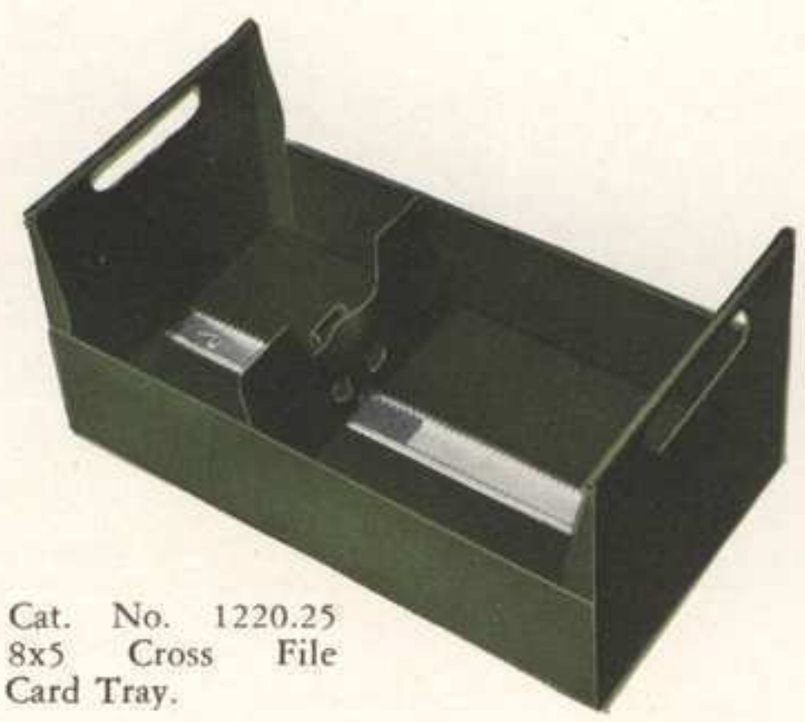
PROVISION FOR SUBSIDIARY RECORDS

Safe-File 30 Cross-File Trays and Insert Drawers

Cat. No. 1220.11
5x3 Cross File
Card Tray.

Cross-File Trays

. . . Removable cross-file trays, to accommodate card indexes, may be placed in both the letter and legal SAFE-FILE "30" drawers.

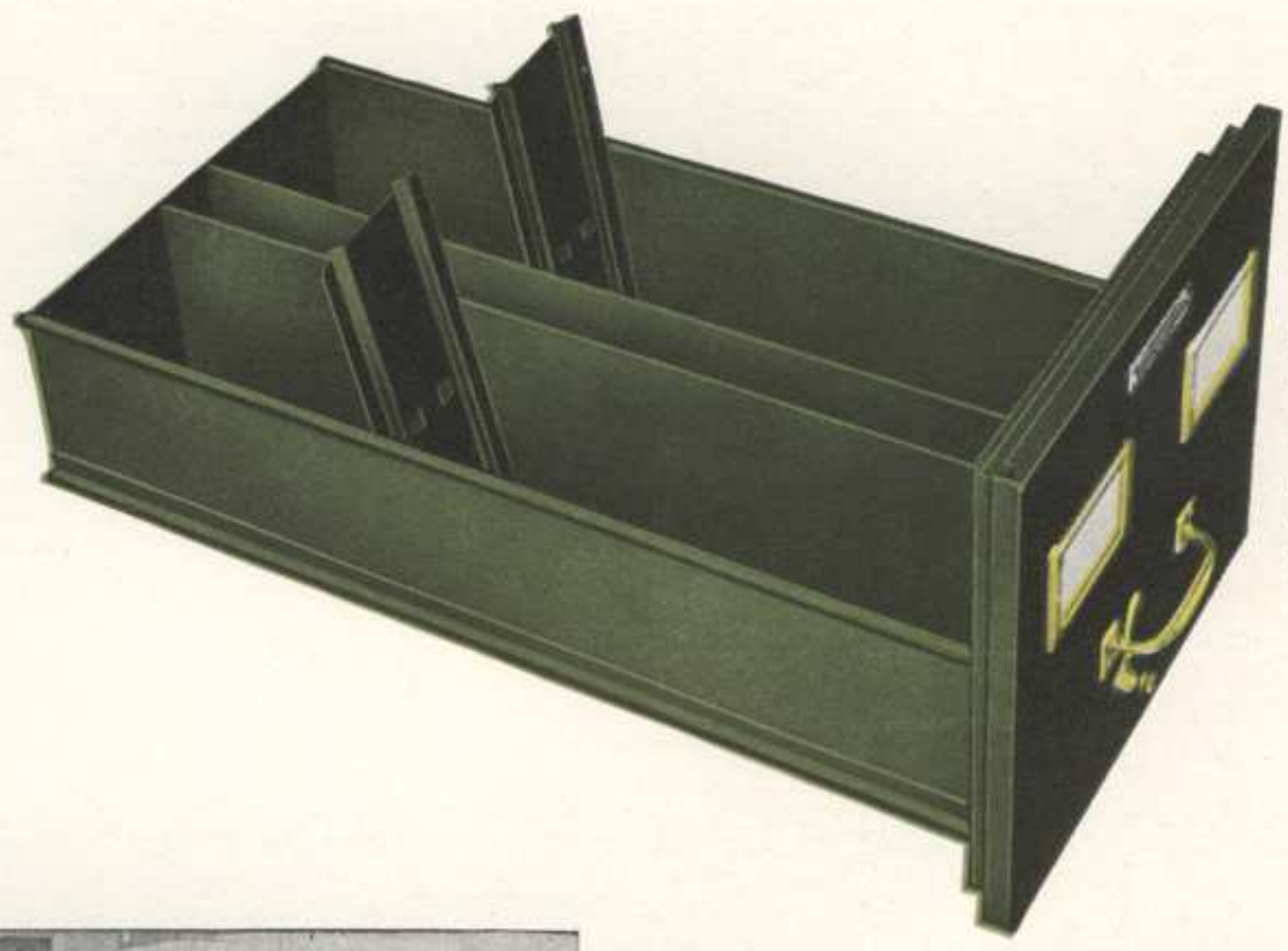


Cat. No. 1220.25
8x5 Cross File
Card Tray.

Insert Drawers

. . . Insert drawers make it possible to bring record protection to the same cabinet that houses filed papers.

. . . The arrangement is ideal for the small office or for offices whose card records are not voluminous.



Cat. No. 2.1 DFLC
Document Insert
Drawer, letter size.

Cat. No. 3 DFCC
Document Insert
Drawer, legal size.

Fourteen Safe-File "30's" bring 30-minute security to Batten, Barton, Durstine & Osborn, famous advertising agents of New York.

REMINGTON RAND INC.

SPECIFICATIONS

Safe-File 30 Insert Drawers

LETTER AND LEGAL SIZES

Catalog Number	DESCRIPTION	Inside Drawer Dimensions		
		Lower Insert		
		W.	H.	D.
2.1DFLC	For Letter Size Spaces, Two Document Files	6 3/32	10 1/2	23 1/2
3DFCC	For Legal Size Spaces, Three Document Files	5 1/8	10 1/2	23 1/2

Note:—Inserts listed above can be installed only at the factory.

REMOVABLE CROSS FILE TRAYS

Catalog Number	DESCRIPTION	Dimensions Outside		
		W.	H.	D.
	For LETTER Size Drawers			
1220.11	5x3 tray—without hooks	5 3/8	5	11 3/4
1220.12	5x3 tray—with hooks	5 3/8	5	11 3/4
1220.13	6x4 tray—without hooks	6 3/8	5	11 3/4
1220.14	6x4 tray—with hooks	6 3/8	5	11 3/4
1220.15	8x5 tray—without hooks	8 3/8	7	11 3/4
1220.16	8x5 tray—with hooks	8 3/8	7	11 3/4
	For LEGAL Size Drawers			
1220.21	5x3 tray—without hooks	5 3/8	5	15
1220.22	5x3 tray—with hooks	5 3/8	5	15
1220.23	6x4 tray—without hooks	6 3/8	5	15
1220.24	6x4 tray—with hooks	6 3/8	5	15
1220.25	8x5 tray—without hooks	8 3/8	7	15
1220.26	8x5 tray—with hooks	8 3/8	7	15

Note:—Net filing space in tray for letter size drawer 10 1/2". For legal size 13 3/4".

Important:—Catalog Number of Unit in which trays are to be used, and whether the Unit is equipped with Lever or Rail type followers, must be shown on all orders.

Trays without hooks are for use in bottom of drawer. Trays with hooks hang suspended on the drawer sides. The 5x3 and 6x4 size trays can be double decked one tier without hooks in bottom of drawer and the second tier with hooks suspended from drawer sides in all Units. The 8x5 size can be used single tier only either in bottom of drawer or suspended from drawer sides.

REMINGTON RAND INC.

PROTECTION AT POINT OF USE

The Safe-Ledger Tray

TWO HOUR CERTIFICATION

No. 38167L
Certified for Two
Hours' Exposure

Spear & Company, Pittsburgh, Pa. $3,000,000 in deferred payments accounts are protected in eighteen 2 hour SAFE-LEDGER-TRAYS at the point of their use by this prominent furniture company.

How far "gone" will your fire be when these men are called to fight it?

AN EFFICIENT OPERATING AIDE
The Safe-Ledger Tray
ONE HOUR CERTIFICATION

Portable Rubber tired wheels allow unit to be moved anywhere . . . anytime . . . even to the executive's desk. Tamper-proof lock.

New Type Tilting Front Plate. Ample working space at the point of use is provided by tilting the front compressor.

No. 38176L — One Hour of Safety When Your Office Burns

Conserve These Assets

- Heavily insulated at top, bottom and all four sides; readily movable on ball bearing casters.
- The insulated door serves as a highly effective watershed.
- The Tray when filled with cards is counterbalanced by the insulated door, and automatically rises to working position when the door is opened.
- The Inner Trays are equipped with every modern device for rapid accurate posting and easy reference.
- Certified as safe for either one or two hours of exposure to high temperatures.

SPECIFICATIONS

The Safe-Ledger Tray

ONE HOUR CERTIFICATION

Safe-Cabinet Laboratory 1 Hour Label

FIRE EXPOSURE:—Exposure on all sides to Severe fire (reaching 1700 Degrees F.) for at least one hour without damage to paper contents.

Complete with Removable Inner Tray and Base as Shown

Cat. No. with Standard Inner Tray	Cat. No. with Extra Depth Inner Tray	Model	INNER TRAYS FOR CARD SIZE					Weights	
			Without Offset		With Offset				
			Card Width	Card Height	Card Width	Offset	Card Height	Net	Crated
38116L	38116LX	Sitting	10″	See	8″	2″	See	300	365
38136L	38136LX	Sitting	12″	Note	10″	2″	Note	335	405
38176L	38176LX	Sitting	15″	"A"	12″	3″	"A"	370	445
38226L	38226LX	Sitting	15 to 21½″		15 to 20″	*		420	500
382262L	382262LX	Sitting	Two 10″ Cds		Two 8″ Cds	2″		420	500
38116H	38116HX	Standing	10″		8″	2″		320	390
38136H	38136HX	Standing	12″		10″	2″		345	420
38176H	38176HX	Standing	15″		12″	3″		390	470
38226H	38226HX	Standing	15 to 21½″		15 to 20″	*		435	525
382262H	382262HX	Standing	Two 10″ Cds		Two 8″ Cds	2″		435	525

* Offset varies depending on width of card used.

Note "A":—Inner trays may be adjusted to 4 positions—on the bottom of ledger tray, and by means of adjustment rods 1½″, 2½″ or 3½″ up from bottom, providing the extension of forms does not exceed 6$\frac{25}{32}$″ above case, or height from floor to the top of form does not exceed 34$\frac{5}{32}$″ for sitting height Safe-Ledger Tray or 44″ for the standing height Safe-Ledger-Tray.

ONE HOUR SAFE-LEDGER TRAYS WITH INNER TRAYS REMOVED

Model	Catalog No. Without Inner Tray	DIMENSIONS						Height of Base	Height of Case and Base		Weights	
		Case Only (not Incl. Base)										
		Outside			Inside Clear							
		W.	¶H.	¶D.	W.	H.	D.		Door Open	Door Closed	Net	Crated
Sitting	381160L	17⅛	19$\frac{29}{32}$	28⅛	11	15⅜	22¾	7$\frac{31}{32}$	27⅜	27⅞	282	347
Sitting	381360L	19⅞	19$\frac{29}{32}$	28⅛	13¾	15⅜	22¾	7$\frac{31}{32}$	27⅜	27⅞	315	385
Sitting	381760L	23⅝	19$\frac{29}{32}$	28⅛	17½	15⅜	22¾	7$\frac{31}{32}$	27⅜	27⅞	345	410
Sitting	382260L	28⅛	19$\frac{29}{32}$	28⅛	22	15⅜	22¾	7$\frac{31}{32}$	27⅜	27⅞	384	464
Standing	381160H	17⅛	19$\frac{29}{32}$	28⅛	11	15⅜	22¾	17$\frac{13}{16}$	37$\frac{7}{32}$	37$\frac{23}{32}$	302	372
Standing	381360H	19⅞	19$\frac{29}{32}$	28⅛	13¾	15⅜	22¾	17$\frac{13}{16}$	37$\frac{7}{32}$	37$\frac{23}{32}$	325	400
Standing	381760H	23⅝	19$\frac{29}{32}$	28⅛	17½	15⅜	22¾	17$\frac{13}{16}$	37$\frac{7}{32}$	37$\frac{23}{32}$	365	445
Standing	382260H	28⅛	19$\frac{29}{32}$	28⅛	22	15⅜	22¾	17$\frac{13}{16}$	37$\frac{7}{32}$	37$\frac{23}{32}$	399	489

¶Height and depth does not include hardware. Add 1⅜″ to the height and ⅝″ to depth for total over all including handles. Overall depth including hardware with door open 32⅛″.

Note:—When open, lid extends 2$\frac{13}{32}$″ above body of tray. Space required for door swing at rear 19″.

Locks:—Equipped with paracentric Key Lock. On orders for two or more units "Locks alike" will be furnished unless otherwise specified on the order.

Master Keying:—Available on order.

SPECIFICATIONS

The Safe-Ledger Tray

TWO HOUR CERTIFICATION

Safe-Cabinet Laboratory 2 Hour Label

FIRE EXPOSURE:—Exposure on all sides to severe fire (reaching 1850 Degrees F.) for at least two hours without damage to paper contents.

Complete with Removable Inner Tray and Base as Shown

Cat. No. with Standard Inner Tray	Cat. No. with Extra Depth Inner Tray	Model	INNER TRAYS FOR CARD SIZE					Weights	
			Without Offset		With Offset				
			Card Width	Card Height	Card Width	Offset	Card Height	Net	Crated
38137L	38137LX	Sitting	12″	See	10″	2″	See	425	505
38167L	38167LX	Sitting	15″	Note	12″	3″	Note	450	530
38177L	38177LX	Sitting	15″	"A"	12″	3″	"A"	460	550
38227L	38227LX	Sitting	15″ to 21½″		15″ to 20″	*		540	645
382272L	382272LX	Sitting	Two 10″ Cds		Two 8″ Cds	2″		540	645
38137H	38137HX	Standing	12″		10″	2″		445	530
38167H	38167HX	Standing	15″		12″	3″		470	550
38177H	38177HX	Standing	15″		12″	3″		485	575
38227H	38227HX	Standing	15″ to 21½″		15″ to 20″	*		560	670
382272H	382272HX	Standing	Two 10″ Cds		Two 8″ Cds	2″		560	670

* Offset varies with width of card used.

Note "A":—Maximum clear filing height is 14½″ with inner tray in lowest position Inner trays may be adjusted to 4 positions—on the bottom of ledger tray, and by means of adjustment rods 1½″, 2½″ or 3½″ up from bottom, providing the extension of forms does not exceed 5¼″ above case, or the height from floor to the top of forms does not exceed 32⅝″ for the sitting height Safe-Ledger-Tray, 44⅛″ for the standing height Safe-Ledger-Tray.

TWO HOUR SAFE-LEDGER TRAYS WITH INNER TRAYS REMOVED

Model	Catalog No. Without Inner Tray	DIMENSIONS						Height of Base	Height of Case and Base		Weights	
		Case Only (not Incl. Base)										
		Outside			Inside Clear							
		W.	¶H.	¶D.	W.	H.	D.		Door Open	Door Closed	Net	Crated
Sitting	381370L	21⅛	21¼	29⅜	13¾	15⅜	22¾	6⅝	27⅜	27⅞	405	485
Sitting	381670L	23 1/16	21¼	29⅜	15 11/16	15⅜	22¾	6⅝	27⅜	27⅞	425	505
Sitting	381770L	24⅞	21¼	29⅜	17½	15⅜	22¾	6⅝	27⅜	27⅞	435	525
Sitting	382270L	29⅜	21¼	29⅜	22	15⅜	22¾	6⅝	27⅜	27⅞	505	610
Standing	381370H	21⅛	21¼	29⅜	13¾	15⅜	22¾	18⅛	38⅞	39⅜	425	510
Standing	381670H	23 1/16	21¼	29⅜	15 11/16	15⅜	22¾	18⅛	38⅞	39⅜	445	525
Standing	381770H	24⅞	21¼	29⅜	17½	15⅜	22¾	18⅛	38⅞	39⅜	460	550
Standing	382270H	29⅜	21¼	29⅜	22	15⅜	22¾	18⅛	38⅞	39⅜	525	635

¶Height is without hardware. Overall height with door closed including hardware is—sitting height 29¼″, standing height 40¾″. Overall depth including hardware with door open 34″.

Note:—When open, lid extends 3 3/16″ above body of tray. Space required for door swing at rear 17¼″.

Locks:—Equipped with Paracentric Key Lock. On orders for two or more units "Locks alike" will be furnished unless otherwise specified on the order.

Master Keying:—Available on order.

ADDING FLEXIBILITY

Safe-Ledger Tray Inner Trays

ONE AND TWO HOUR MODELS

Wide Size Variety

- Available for use with both the 1-hour and 2-hour SAFE-LEDGER TRAYS.
- Extra capacity Trays may be substituted for standard Trays, thereby adding 3″ to inside filing depth.
- Nine standard Tray widths. Special Trays are made for forms up to 21½″ wide.
- Smaller size sheet and card forms are accommodated two and three Trays per unit.
- Inner Trays are readily removable, easily portable. They are equipped with all the new features for rapid posting.
- The Trays are equipped with rods to tie in the guides you use. Standard trays have adjustable rod channels; Extra capacity trays have non-adjustable channels. Either may be located 1″ or 1½″ to the left or right of the center, as the tray width permits.
- Safe-Ledger Trays without inner trays may be equipped with alternate Inner Trays to accommodate smaller width forms.

Compact Tray Arrangement. Several rows of forms bring great capacity to a single insulated shell.

Your corner fire-box is "point - of - action" protection AFTER fire strikes.

Here is graphic indication of the way SAFE-LEDGER-TRAYS accommodate sheets of varying dimensions. You will find one of them perfectly adapted to your needs.

REMINGTON RAND INC.

SPECIFICATIONS

Safe-Ledger Tray Inner Trays

STANDARD TYPE INNER TRAYS—WITH SLIDING TRAY BOTTOM

Catalog Number	Card Width	Used in Safe-Ledger Trays Catalog No.	Compt's in Each	Inner Trays Per Unit	DIMENSIONS Clear Inside Width	DIMENSIONS Clear Inside Net Depth	DIMENSIONS Outside Overall W.	DIMENSIONS Outside Overall D.	Weights Net	Weights Crated
2211	10″ no offset 8″ — 2″ offset	382260, 382270 381160	1 1	2 1	10 1/8	15 3/8	10 3/8	22 17/32	18	20 1/2
2212	12″ no offset 10″ — 2″ offset	381360 381370	1	1	12 1/8	15 3/8	12 3/8	22 17/32	20	23
2213	15″ no offset 12″ — 3″ offset	381760 381670, 381770	1	1	15 1/8	15 3/8	15 3/8	22 17/32	25	28 1/2
2214	15 to 21 1/2″ offset	382260, 382270	1	1	21 5/8	15 3/8	21 7/8	22 17/32	36	41

EXTRA CAPACITY TYPE INNER TRAYS—WITHOUT SLIDING BOTTOM

The following Extra Capacity Type Inner Trays may be substituted for Standard Type Inner Trays.

2211X	10″ no offset 8″ — 2″ offset	382260, 382270 381160	1 1	2 1	10 1/8	18 3/8	10 3/8	22 17/32	15	17 1/2
2212X	12″ no offset 10″ — 2″ offset	381360 381370	1	1	12 1/8	18 3/8	12 3/8	22 17/32	17	20
2213X	15″ no offset 12″ — 3″ offset	381760 381670, 381770	1	1	15 1/8	18 3/8	15 3/8	22 17/32	21	24 1/2

Alternate Inner Trays

Catalog Number	Card Width	Used in Safe-Ledger Trays Catalog No.	Compt's in each	Inner Trays Per Unit	DIMENSIONS Clear Inside Width	DIMENSIONS Clear Inside Net Depth	DIMENSIONS Outside Overall W.	DIMENSIONS Outside Overall D.	Weights Net	Weights Crated
1215	5x8—no offset	382260, 382270 381160	2 2	2 1	5 1/8	18	10 7/8	22 5/8	20	23
1218	6x8—no offset	382260, 382270 381360, 381370	1 1	3 2	6 1/8	18	6 5/8	22 5/8	9	12
1219	5x8—no offset	381760, 381770	1	3	5 1/8	18	5 5/8	22 5/8	28	32
1220	6x8—2″ offset 8″ wide-no offset	381760, 381770	1	2	8 1/8	18	8 1/2	22 5/8	11	15
1224	8 1/2″ wide—no offset	381760, 381770	2	1	8 5/8	18 3/8	17 7/16	22 17/32	25	30

REMINGTON RAND INC.

WORKING SECURITY

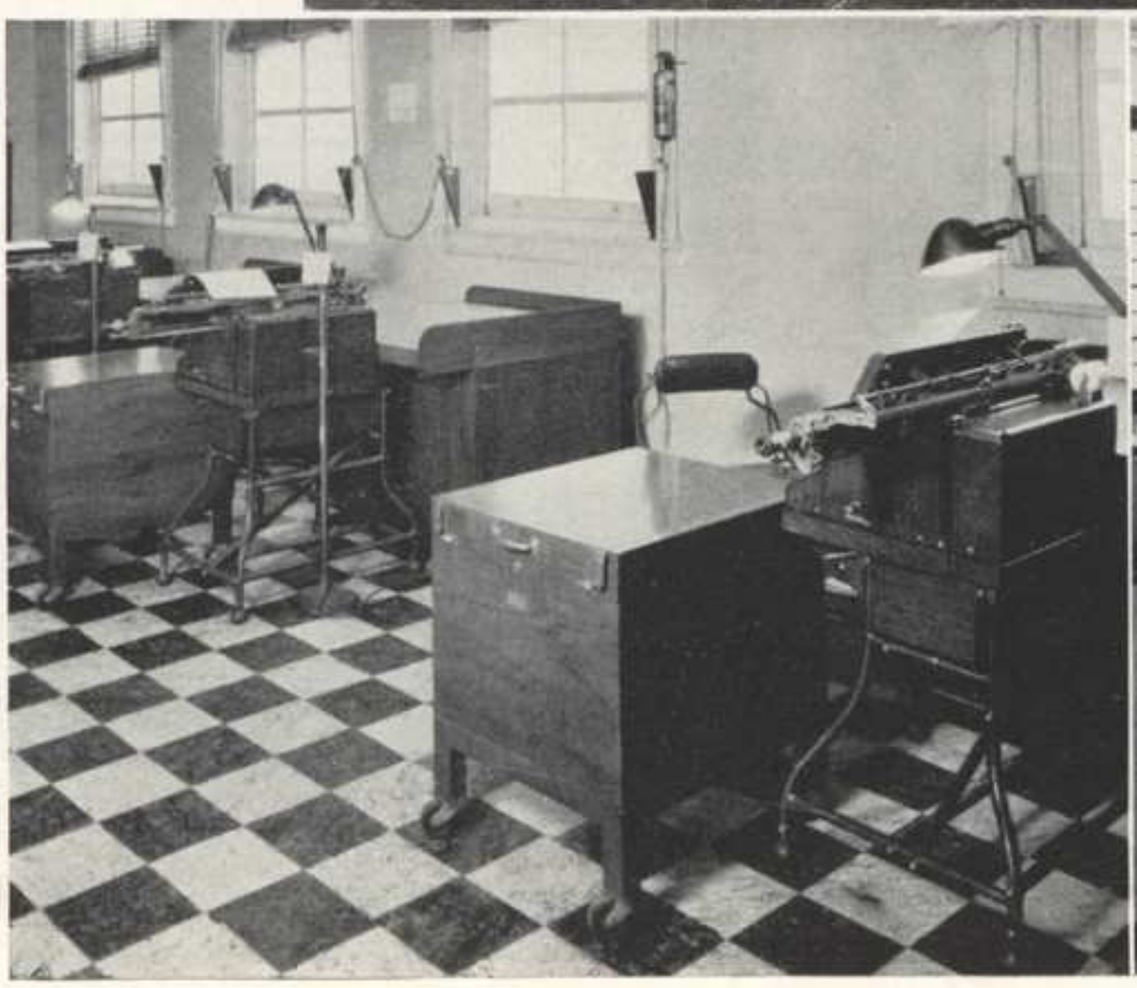
These Big Banks Keep Their Ledgers Safe

Left—First National Bank, Cincinnati. There are sixteen 2-hour Safe-Ledger-Trays in this long battery of checking account ledgers.

Center — Efficient arrangement of Safe-Ledger Trays in the Commercial National Bank & Trust Co., New York.

Bottom, left—Industrial Trust Co., Philadelphia. Note here, as in the other illustrations, that Safe-Ledger-Trays are often teamed with Safe-Check Desks.

Bottom, right — Northern Trust Co., Chicago. Commercial accounts at this bank require twenty Safe-Ledger Trays.



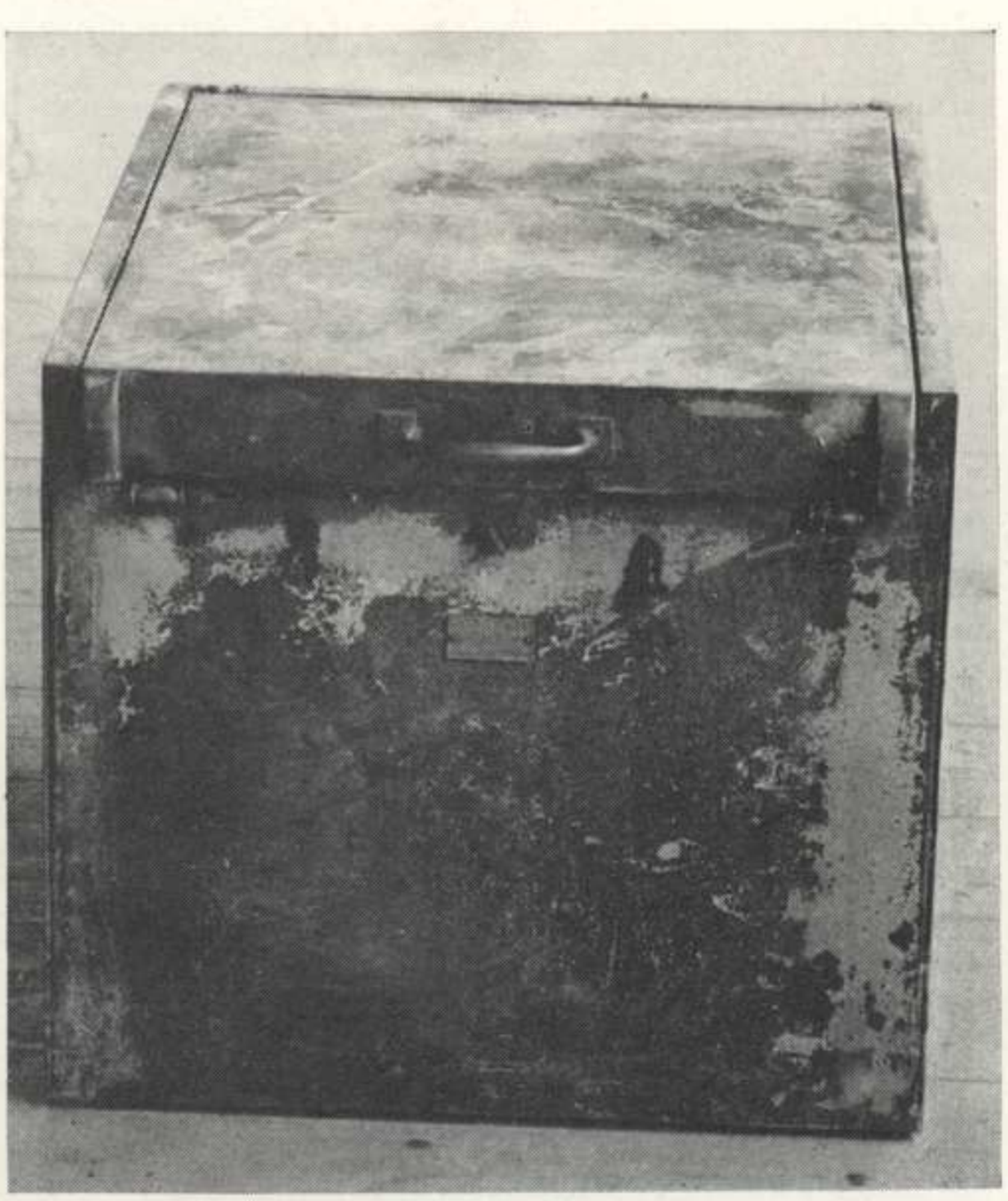
REMINGTON RAND INC

FIRE MAKES ITS OWN SCHEDULE

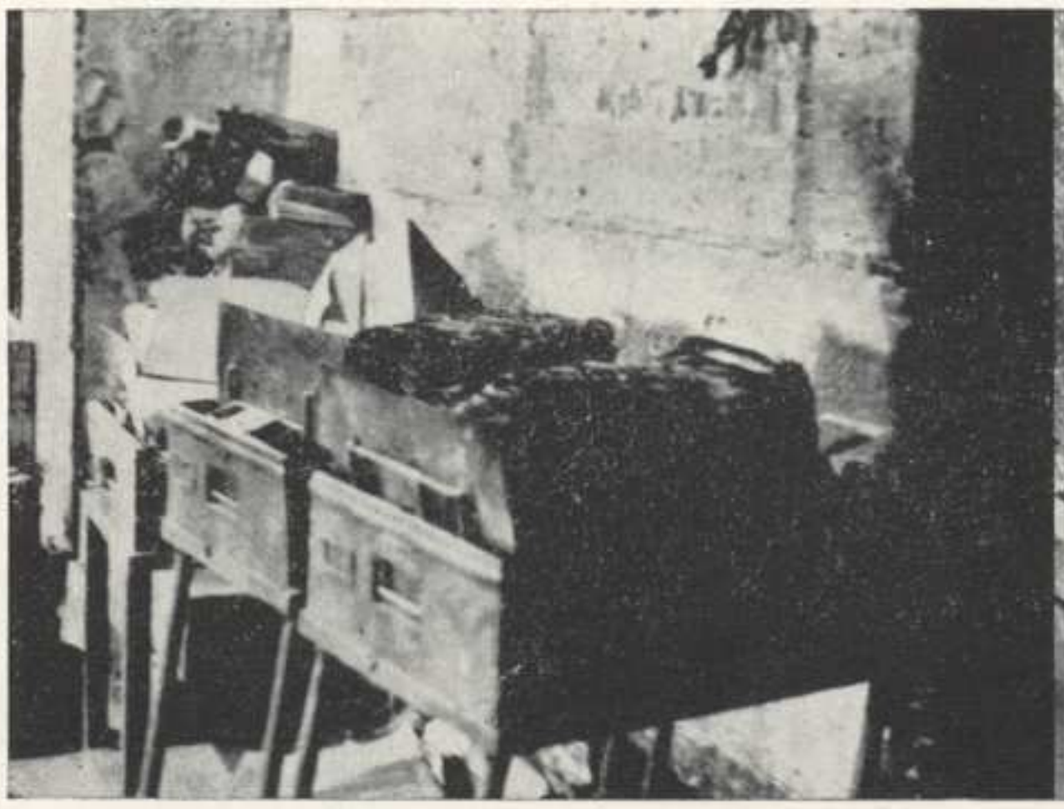
Will Your Ledgers Be Ashes Or Assets?

This Safe-Ledger Tray met fire at two o'clock in the morning of November 15, 1940. It had held exceedingly valuable ledgers for the Glenwood State Bank, Glenwood, Indiana, since May 15, 1930. When the supreme test came, all contents were preserved.

First National Bank, Connersville, Ind. Four 1-hour Safe-Ledger-Trays, soon after their purchase, were subjected to test by daytime fire. All saved important commercial ledger records.



The uninsulated containers, shown below, were subjected to extreme heat when the Chicago stockyards burned on May 19, 1934. Both ledgers were a total loss when the flames subsided.



REMINGTON RAND INC.

CAPACITY EXPANDED AS NEEDED

Sectional Safe-Ledger Desk

ONE AND TWO HOUR CERTIFICATION

Sectional Safe-Ledger Desk
Speeds Posting
Assures Safety

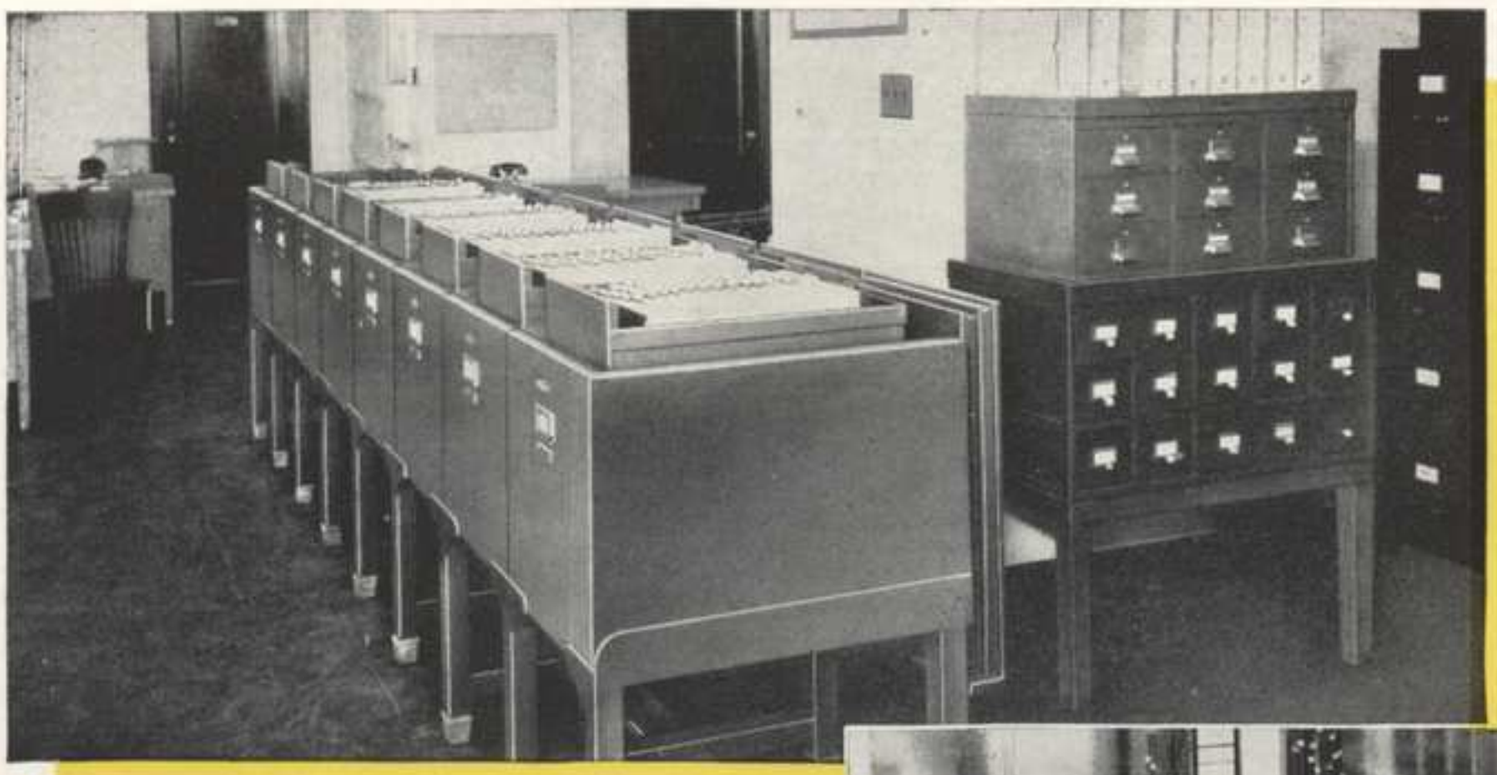
New Working Convenience in Protected Units

- A new adaptation of the SAFE-LEDGER-TRAY principle creates sectional SAFE-LEDGER-DESKS on extension bases of standing height.
- Easily and quickly rearranged as need arises. Like or different form sizes may be placed in the same battery.
- May be equipped with large extending reflector lamps; may be fitted with sliding posting boards.
- Each section is a separate insulated compartment which confines your risk to separate limited areas.
- An ideal low cost arrangement for accounts the number of which is limited or rapidly increasing.

REMINGTON RAND INC.

ADJUSTS TO FORM SIZES

Utilizes Standard Safe-Ledger Trays



Humble Oil Refining Company, Houston, Texas. The important Social Security Payroll Ledger of this large organization is fully protected, fully accessible in sectional SAFE-LEDGER-DESKS.

Meier & Frank, Portland, Ore. This famous department store, one of the largest in the United States, protects $2,000,000 in installment accounts in sectional SAFE-LEDGER-DESKS.

Sectional Safe-Ledger-Desk Complete with All Accessories for Efficient Operation

The single match that can cost you your livelihood.

SPECIFICATIONS

Sectional Safe-Ledger Desks

Sectional Bases and Posting Board For One Hour Safe-Ledger Desks

Catalog Number	DESCRIPTION	Weights	
		Net	Crated
9100	Set of 1 Right and 1 Left Pair of End Legs	43	54
9101	Pair of Center Legs only	23	29
9102	Cross Channel 15 3/8" W. for 381160	3 3/4	5
9103	Cross Channel 18 1/8" W. for 381360	4 1/2	6
9105	Cross Channel 21 7/8" W. for 381760	5 1/4	6 3/4
9106	Cross Channel 26 3/8" W. for 382260	6	8
9004	12" Wide Posting Board and Rail	30	38

Sectional Bases and Posting Board For Two Hour Safe-Ledger Desks

9200	Set of 1 Right and 1 Left Pair of End Legs	46	58
9201	Pair of Center Legs only	24	30
9202	Cross Channel 19 3/8" W. for 381370	5	6 1/2
9203	Cross Channel 21 5/16" W. for 381670	5 1/2	7
9204	Cross Channel 23 1/8" W. for 381770	6 1/4	8
9205	Cross Channel 27 5/8" W. for 382270	7	9
9003	12" Wide Posting Board and Rail	31	39

Reflector Lights and Brackets

9000	Set of (1 right and 1 left hand) End Light Brackets	15	20
9001	Center Light Bracket only	8 1/2	11
9002	W. Reflector Light with bulbs	4	6
9005	W. Reflector Light with bulbs	2 3/4	5

All orders for One or Two Hour Sectional Safe-Ledger Desks must definitely specify whether the Desk is to be equipped with Posting Board and whether the doors are to operate to the front or rear.
Posting Boards can only be installed on Desks at the factory.

COLLECTIONS CONTROLLED VISIBLY

The Kolect-A-Matic Safe-Ledger Tray

Safe from Fire for One or Two Hours

The Greatest Recent Development In Accounting

- Visible Credit and Collection Control combined with the machine posted ledger.
- Instantaneous finding. Machine gun feeding for posting. Assurance against loss of accounts. Rapid proving.
- Kolect-A-Matic Units may be protected in either 1-hour or 2-hour SAFE LEDGER-TRAYS.

REMINGTON RAND INC.

SPECIFICATIONS

Kolect-A-Matic Safe-Ledger Trays

Catalog Number	DESCRIPTION	Overall Dimensions W.	H.	D.	Pkd. Wgt.
	ONE HOUR PROTECTION—Sitting Models				
381160L	Housing Tray for any ONE of the following Trays: MAR-7815 to MBT-7818 inclusive with or without 1″ offset; MBR-7107 to MBT-7109 inclusive without offset	17⅛	27⅞	23⅛	354
381360L	Housing Tray for any ONE of the following Trays: MBR-1707 to MBT-71210 inclusive with or without 1″ offset	19⅞	27⅞	28⅛	390
382260L	Housing Tray for any TWO of the following Trays: MAR-7815 to MBT-7818 inclusive with or without 1″ offset; MBR-7107 to MBT-7109 inclusive without offset	28⅛	27⅞	28⅛	467
	ONE HOUR PROTECTION—Standing Models				
381160H	Housing Tray for any ONE of the following Trays: MAR-7815 to MBT-7818 inclusive with or without 1″ offset; MBR-7107 to MBT-7109 inclusive without offset	17⅛	37 23/32	28⅛	366
381360H	Housing Tray for any ONE of the following Trays: MBR-7107 to MBT-71210 with or without 1″offset	19⅞	37 23/32	28⅛	403
382260H	Housing Tray for any TWO of the following Trays: MAR-7815 to MBT-7818 inclusive with or without 1″ offset; MBR-7107 to MBT-7109 inclusive without offset	28⅛	37 23/32	28⅛	484
	TWO HOUR PROTECTION—Sitting Model				
381370L	Housing Tray for any ONE of the following Trays: MAR-7815 to MBT-71210 inclusive with or without 1″ offset	21⅛	27⅞	29⅜	520
382270L	Housing Tray for any TWO of the following Trays: MAR-7815 to MBT-7818 inclusive with or without 1″ offset; MBR-7107 to MBT-7109 inclusive without offset	29⅜	27⅞	29⅜	610
	TWO HOUR PROTECTION—Standing Model				
381370H	Housing Tray for any ONE of following Trays: MAR-7815 to MBT-71210 inclusive with or without 1″ offset	21⅛	39⅜	29⅜	546
382270H	Housing Tray for any TWO of the following Trays: MAR-7815 to MBT-7818 inclusive with or without 1″ offset; MBR-7107 to MBT-7109 inclusive without offset	29⅜	39⅜	29⅜	635

Dimensions shown do not include hardware. Dimensions including hardware as follows:—One Hour Models—overall depth 28¾″. Two Hour Models—overall height 29¼″ on 381370L and 382270L; 40¾″ on 381370H and 382270H.

THE KOLECT-A-MATIC SAFE-LEDGER TRAY
POSITIVE PROTECTION AT THE POINT OF USE

YOUR HAZARD CAN BE DETERMINED

A Formula for Probable Fire Duration

The intensity and duration of a fire vary with the amount, character and concentration of combustible materials. Tentative conclusions have been reached as a result of burning out tests of office occupancies conducted by the U. S. Bureau of Standards.

The conditions on which the accompanying table of equivalent fire durations is based, were created in one-story buildings, one size 15 x 29 feet and another 30 x 60 feet inside horizontal dimensions, equipped to simulate offices and record rooms. By weighing typical articles of combustible furniture, and by assuming three pounds of weight for each square foot of floor and trim, the results indicated by the table were reached. These conclusions should be directly applicable to the computation of many content exposures.

It may be stated that metal furniture and shelving decrease the fire severity determined by the tests, because of their own incombustibility and because they tend to prevent free combustion of their contents. The indication is that their special function is to avoid adding fuel to flames.

FIRE DURATION RATINGS

Total Combustible Content Inclusive of Finish, Floor and Trim) (Lbs. per Sq. Ft.)	OFFICE FURNITURE	Probable Fire Duration Hrs. - Mins.
10	Combustible Desks, Filing Cabinets and Shelving.	1—00
15	Combustible Desks, Filing Cabinets and Shelving.	1—30
20	Combustible Desks, Filing Cabinets and Shelving.	2—00
30	Combustible Desks, Filing Cabinets and Shelving.	3—00
40	Mainly Combustible Filing Cabinets and Shelving.	4—30
50	Mainly Combustible Filing Cabinets and Shelving.	6—00
60	Mainly Combustible Filing Cabinets and Shelving.	7—30
12	Incombustible Desks and Filing Cabinets.....	0—30
50	Incombustible Skeleton-type Shelving.....	5—00
50	Incombustible Partitioned and Backed Shelving.....	4—30

For complete details of these tests it is suggested you refer to the 1932 report of the Committee on Protection of Records of the National Fire Protection Association.

A SAFE-CABINET and a SAFE-FILE kept their contents unharmed during the fire at the Peoples Furniture Company, San Bernardino, Cal., on August 13, 1938.

Every building is at the mercy of its neighbor's fire

REMINGTON RAND INC.

COMPACTNESS — EFFICIENCY

The Kolect-A-Matic Safe-File 60

The Convenient height of the 8139.1 Kolect-A-Matic Safe-File "60" permits speedy operation from either a sitting or standing position.

SPECIFICATIONS

The Kolect-A-Matic Safe-File 60

Catalog Number	DESCRIPTION	DIMENSIONS					
		Outside Width	Outside Height	Inside W.	Inside H.	Weights Net	Weights Pkd.
8139.1	KOLECT-A-MATIC size—3 Drawers—Two drawers with tilting Heads for Kolect-A-Matic Panels with adapters and One drawer with Regular Head and Slide Fillers and Lever Type Followers for 8x8 Cards—EMPTY NOT INCLUDING PANELS	15 3/8	43 1/16	10 5/32 / 8 5/8	12 25/32 / 8 25/32	510	590

REMINGTON RAND INC.

CERTIFIED FOR TWO HOURS

The Kolect-A-Matic Safe-Cabinet

No. 4628B

Equipment specially for the larger installations of Kolect-A-Matic Ledgers, bringing equal reference convenience to a number of trays.

Trays move outward on gear actuated suspension slides and are readily consulted in any position.

Four interiors are available for accommodation of trays of several sizes. Listings do not include trays.

Standard with either strap hinge or slide-in doors.

Specifications

Equipped with slide-in door device and end panels. No adjustment strips. Finish is metallic gray. $81\frac{1}{16}$ wide x $60\frac{15}{16}$ high x $40\frac{5}{32}$ deep overall outside. $56\frac{3}{4}$ wide x $46\frac{1}{2}$ high x $28\frac{1}{2}$ deep inside. Special combination section open front drawers. Gear type roller suspension. Each drawer equipped with small angle to hold tray units in position.

Each drawer houses 1-18 deep tray for Kolect-A-Matic panel. Unit will accommodate either three tiers of units with $11\frac{7}{8}$ panels or two tiers of units with $14\frac{1}{8}$ panels.

REMINGTON RAND INC.

PROTECTED REFERENCE CONVENIENCE
The Kolect-A-Matic Safe-Cabinet
SPECIFICATIONS

Kolect-A-Matic Safe-Cabinet

TWO HOUR Safe-Cabinets carry the Safe-Cabinet Laboratory 2 hour Label and Underwriters' Laboratories B Label and are certified to be built in accordance with Federal Specifications AA-S-81.

The standard specifications for safes bearing the Underwriters Class "B" Label are as follows:

(1) Severe fire (reaching 1850 degrees F.) for at least two hours before interior temperature reaches 300 degrees F.

(2) An impact due to falling 30 feet in the clear after being heated for one hour (reaching 1700 degrees F.) and reheating as before impact in the inverted position.

(3) An explosion test to determine whether a sudden heating will cause an explosion in the walls or interior.

Standard 2 hour Safe-Cabinets also carry the Underwriters' Laboratories Class T-20 Burglary Label.

Catalog Number	WEIGHTS	
	Net	Crated
4628B	2750	3000

DIMENSIONS

	Inside Dimensions			Outside Dimensions Total Overall			Distance from Floor to Inside Bottom	Space Between Sides and Walls of Building		Door Swing Radius	
W.	H.	D.	Cubic Capacity	W.	H.	D.		Right	Left	Right	Left
56¾	46½	28½	43.52	66¼	60⅛	40 3/32	9 5/32	10½	10½	32 11/16	37 15/16

EXTRA CHARGE FOR SLIDE-IN DOOR, BACK AND END PANELS

Kolect-A-Matic Interiors (Without Trays)

Catalog Number	DESCRIPTION	Openings Per Section W.	Openings Per Section H.	Inside Width Each Opening	Overall Height	Net Wgt. Lbs.
V640	Section 12 Openings. Will accommodate following Trays without offset BR, MS, BT-8608. One Tray per Opening	6	2	7⅞"	46½"	630
V81	Section of 15 Openings. Will accommodate following Trays with offset or without offset MAR, MAS, MAT-8815, 8816. One Tray per Opening	5	3	10"	46½"	600
V84	Section of 10 Openings. Will accommodate following Trays with offset or without offset MBR, MBS, MBT-8818. One Tray per Opening	5	2	10"	46½"	500
V104	Section of 8 Openings. Will accommodate following Trays with offset or without offset MBR, MBS, MBT-8107, 8108, 8109. Also Trays without offset or with offset MBR, MBS, MBT-8118, 81182. Also Trays without offset MBR, MBS, MBT-8128, 81210. One Tray per Opening	4	2	12⅞"	46½"	475

REMINGTON RAND INC.

UNIT CONTROL OF CHECK FILING AND LEDGER POSTING

Safe-Ledger Desk — Safe-Check File

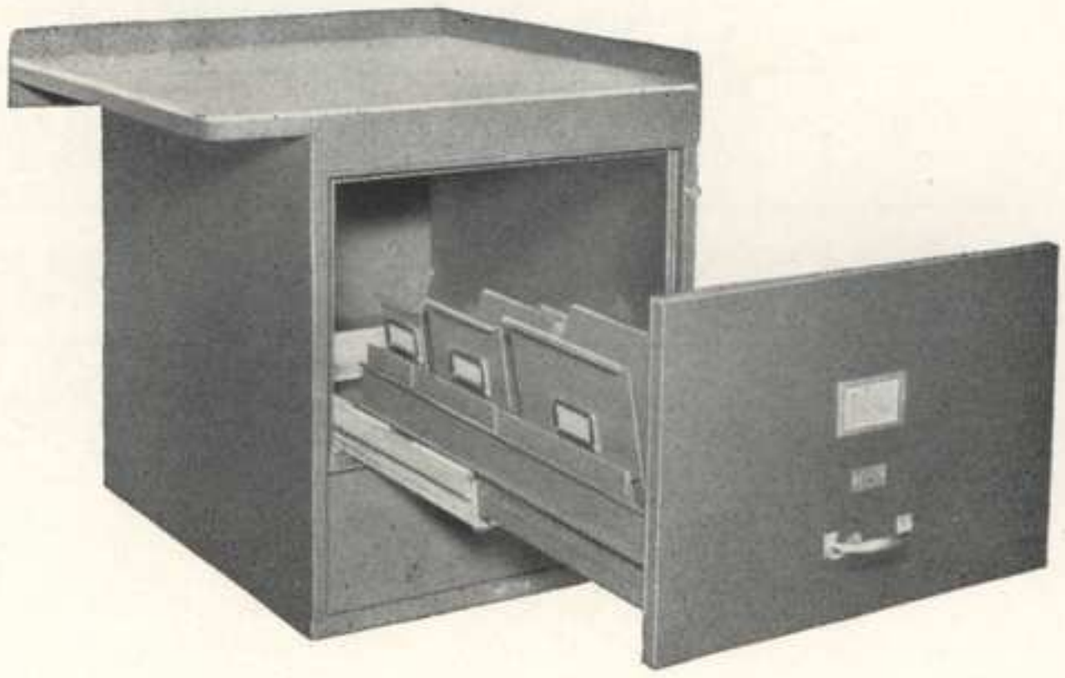
FOR UNIT MACHINE BOOKKEEPING

8202.1

8203.1

The Safe-Check File and Ledger Desk

- Concentrates the three major operations of a commercial bookkeeping department into protected housing—sorting—posting—filing.
- May be utilized with any type of bookkeeping machine—bringing work with posting media to the left, work with the ledger to the right.
- The extending self-leveling shelf of the Safe-Check-File nearly doubles the area normally available for sorting.
- Trays for checks or sales slips may be accommodated lengthwise or crosswise in the drawers.
- Each unit certified by the Safe-Cabinet Laboratory as able to protect its contents during an hour's exposure to fire reaching 1700 degrees.
- Permits a single operator to sort and post without time-consuming movement from place to place.
- Places complete responsibility for large group of accounts in the hands of a single employee. Reduces error.



No. 8202.1 with 203L Top

SPECIFICATIONS

Safe-Ledger File — Safe-Check File
FOR UNIT MACHINE BOOKKEEPING

Safe-Cabinet Laboratory 1-Hour Label

FIRE EXPOSURE:—Exposure on all sides to severe fire (reaching 1700 Degrees F.) for at least one hour without damage to paper contents.

Safe-File "60" Construction

CASTERS:—Available on order.

Catalog Number	DESCRIPTION	WEIGHTS	
		Net	Crated
8202.1	Safe-Ledger File 2 Drawer (1 large drawer and 1 small drawer)	400	475
8203.1	Safe-Check File 3 Drawers	430	505
203SL	Self-Leveling Lino. Top, right overhang only	80	130
203R	Non-Self-Leveling Lino. Top, right overhang, no extension	55	105
203L	Non-Self-Leveling Lino. Top, left overhang, no extension	55	105
1221.5	Cross-File Check Tray	7	9
2201	Cross-File Ledger Tray, adjustable for forms 5″ to 8″ wide	9	12
2202	Cross-File Ledger Tray, adjustable for forms 8″ to 11″ wide	13	16
2203	Cross-File Ledger Tray, adjustable for forms 11″ to 15″ wide	17	21
2204	Ledger Insert with 5 Divider Blocks for forms 5″ to 8″ wide	4	6
2205	Ledger Insert with 5 Divider Blocks for forms 8″ to 11″ wide	8	11
2206	Ledger Insert with 5 Divider Blocks for forms 11″ to 15″ wide	12	15
20S	Removable Partition, one for each Ledger Insert	1½	3

DIMENSIONS

Catalog Number	Total Overall			Overall, not including Pulls, Label Holders and Lock			Inside Drawer Dimensions		
	W.	H.	D.	W.	H.	D.	W.	H.	D.
8202.1	26 1/16″	27″	33″	26 1/16″	27″	32″	19 5/16″ / 20 7/8″	14 1/2″ / 6 1/4″	27 7/8″ / 27 7/8″
8203.1	26 1/16″	27″	33″	26 1/16″	27″	32″	20 7/8″	6 1/4″	27 7/8″
203SL	32 1/8″	5 9/16″	33″	.....	.....	.....	.....	.....	.....
203R	32 1/8″	5 9/16″	33″	.....	.....	.....	.....	.....	.....
203L	32 1/8″	5 9/16″	33″	.....	.....	.....	.....	.....	.....
1221.5	9 3/16″	5″	20 5/8″	.....	.....	.....	9″	.....	¶18 1/4″
2201	Adjustable	.....	20 25/32″	.....	.....	.....	.....	.....	¶15 3/8″
2202	Adjustable	.....	20 25/32″	.....	.....	.....	.....	.....	¶15 3/8″
2203	Adjustable	.....	20 25/32″	.....	.....	.....	.....	.....	¶15 3/8″
2204	5″	.....	20 1/16″	.....	.....	.....	.....	.....	¶15 3/8″
2205	8″	.....	20 1/16″	.....	.....	.....	.....	.....	¶15 3/8″
2206	11″	.....	20 1/16″	.....	.....	.....	.....	.....	¶15 3/8″
20S	.....	4 1/2″	20 11/16″	.....	.....	.....	.....	.....	.....

¶ Filing Depth. Distance from top of Linoleum Top to floor—29 9/16″. Overhang on Linoleum Tops—6″.

LOCKS:—The Safe-Ledger File and The Safe-Check File are equipped standard with a Paracentric Key Pilaster Lock. Masterkeying this lock available on order. On orders for two or more units "Locks alike" will be furnished unless otherwise specified on the order.

Self-Leveling Shelf on No. 203SL Linoleum Top is 17 1/4″ x 26″ wide.

Ledger Tray capacity of Ledger Drawer in No. 8202.1 Unit:

5—2201 Trays for forms 5″ wide
4—2201 Trays adjusted for forms 5 1/4″ to 6 1/2″ wide
3—2201 Trays adjusted for forms 6 5/8″ to 8″ wide
3—2202 Trays adjusted for forms 8″ to 8 7/8″ wide
2—2202 Trays adjusted for forms 9″ to 11″ wide
2—2203 Trays adjusted for forms 11″ to 13 1/2″ wide
1—2203 Tray adjusted for forms 13 3/4″ to 15″ wide

See page 39 for removable trays for Safe-Check File.

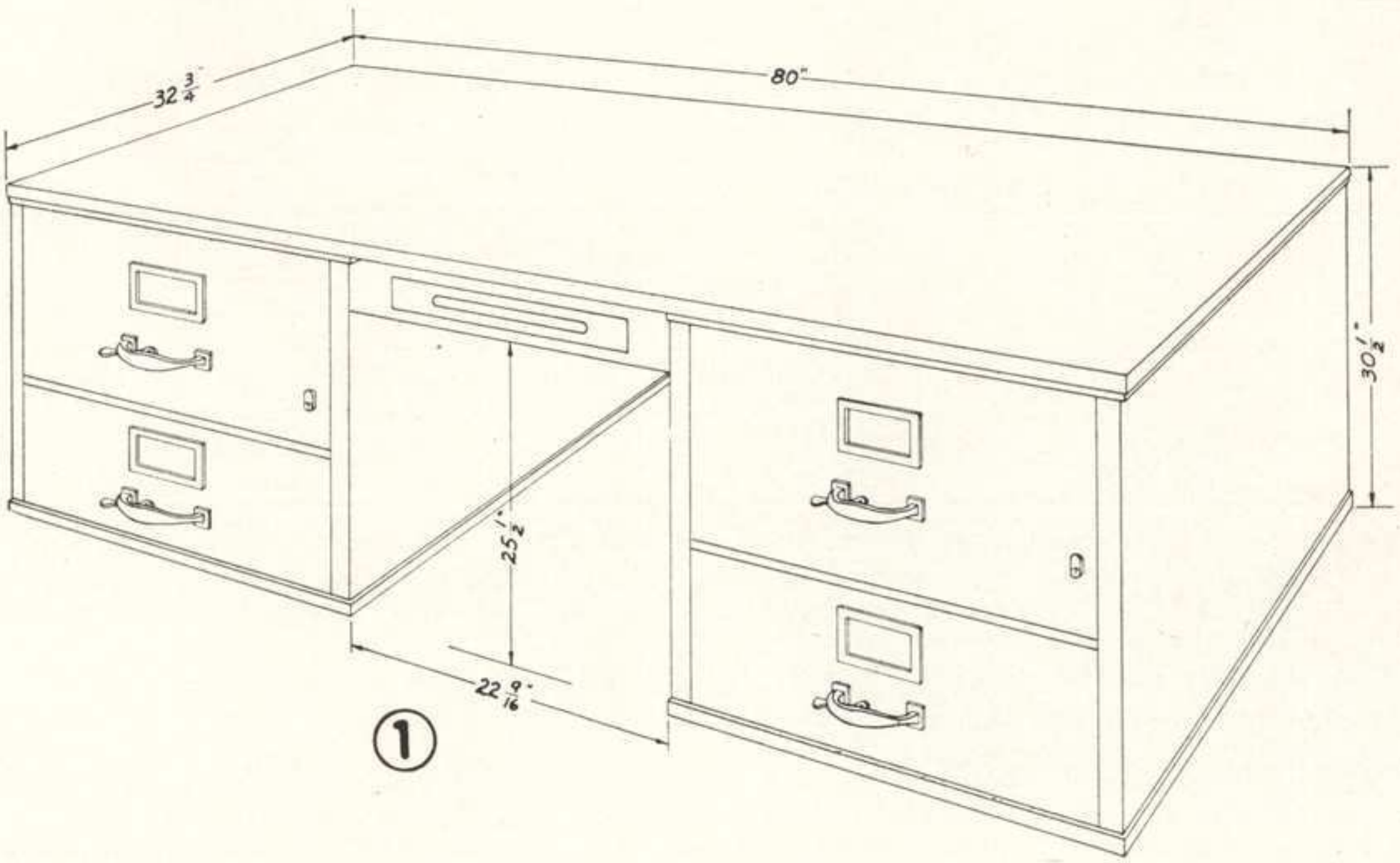
REMINGTON RAND INC

FUNCTIONAL POINT-OF-USE PROTECTION

No. 8129 Safe-File "60"

24-HOUR POINT-OF-USE PROTECTION FOR VITAL ACCOUNTING RECORDS

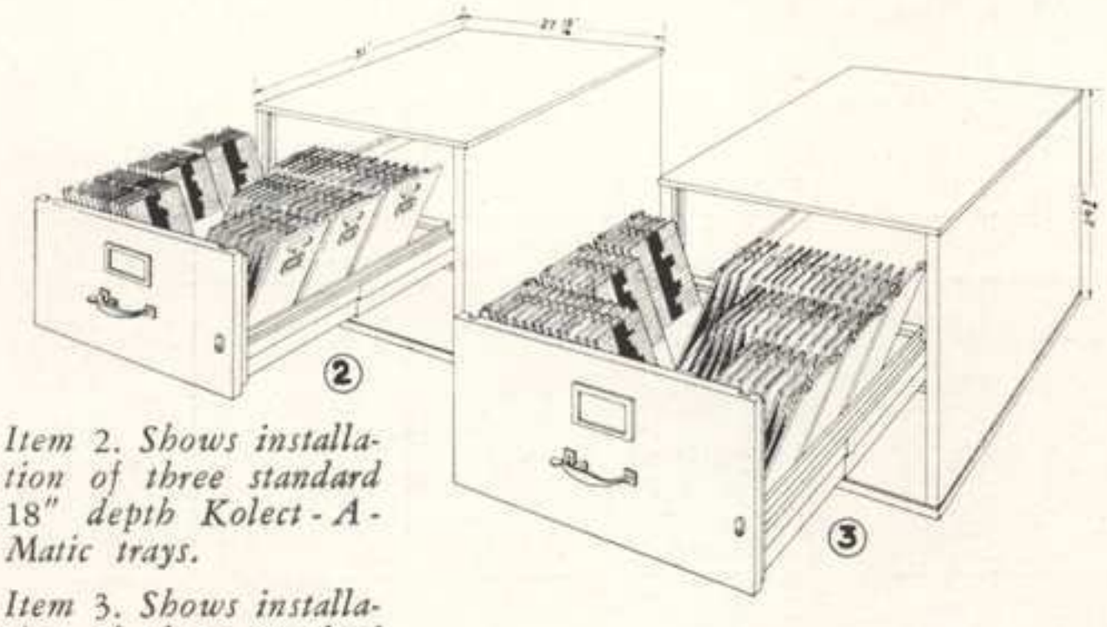
Item 1. *Desk consisting of two No.* 8129 *units with a* #129*S Spanner Frame* 22 9/16" *W.* x 4 1/4" *H.* x 30 7/8" *D. containing* 1 *drawer* 15 3/8" *W.* x 2 1/8" *H.* x 23 3/8" *D. inside and one* #129*LT Linoleum Top with white metal binding edge.*



REMINGTON RAND INC.

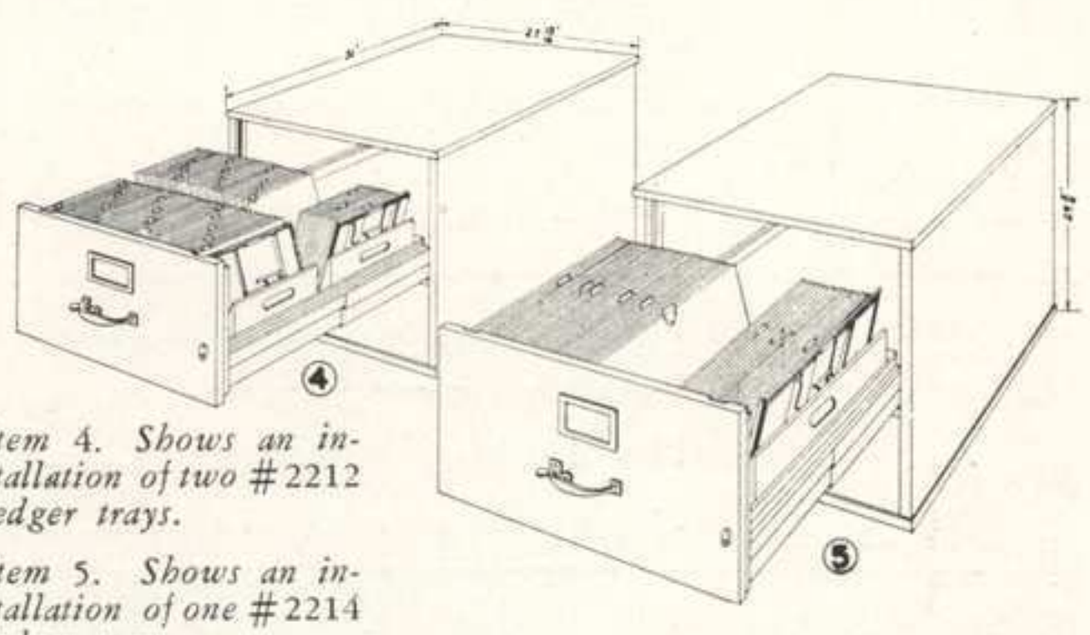
WORKING CONVENIENCE PLUS SAFETY

The No. 8129 Safe-File "60" Houses Kolect-A-Matic Ledgers and Machine Posted Ledgers



Item 2. Shows installation of three standard 18" depth Kolect-A-Matic trays.

Item 3. Shows installation of three standard 22" depth Kolect-A-Matic trays.



Item 4. Shows an installation of two #2212 ledger trays.

Item 5. Shows an installation of one #2214 ledger tray.

SPECIFICATIONS

Catalog Number	DESCRIPTION
¶¶8129	Safe-File two drawer, Empty No Trays
129S	Spanner with drawer
129LT	Linoleum Top—Gray or Tan

¶¶The 8129 Safe-File contains Two Drawers. The upper drawer is a large drawer to accommodate Standard 18" or 22" Kolect-A-Matic Trays crosswise in the drawer as follows:

4—Trays 6⅝" W for 6" cards, no offset.
3—Trays 8¾" W for 8", 8⅛" or 8⅜" cards, no offset.
2—Trays 9¾" W for 8", 8⅛" or 8⅜" cards with offset.
2—Trays 10⅝" W for 10" cards, no offset.
2—Trays 11⅝" W for 10" cards with offset or 11" cards, no offset.
2—Trays 12⅝" W for 11" cards with offset or 12" cards, no offset.

Standard Safe-Ledger Tray Inner Trays Nos. 2211, 2212, 2213 or 2214 can also be accommodated crosswise.
The lower drawer is divided into two lengthwise compartments with followers to accommodate 6", 8", 10" or 11" wide cards.
ORDERS MUST DEFINITELY SPECIFY SIZE OF CARD TO BE FILED IN LOWER DRAWER.

Catalog Number	Total Overall			DIMENSIONS Overall Without Pulls, Label Holders and Locks			Inside Drawer Dimensions		
	W	H	D	W	H	D	W	H	D
8129	27 15/16"	29¾"	32¼"	27 15/16"	29¾"	31"	22¾"	14 25/32"	26⅞"
129S	22 9/16"	4¼"	30⅞"	.....	.....	.....	8½ or 11 3/16" 15⅜"	8 23/32" 2⅛"	¶25¾" 23⅜"
129LT	80 "	.....	32¾"	.....	.....	.....	.....	.....	.....

¶Filing Depth.

REMINGTON RAND INC.

SPECIFICATIONS

Unit Plan Bookkeeping Safe-Desks

Safe-Cabinet Laboratory 1-Hour Label

FIRE EXPOSURE:—Exposure on all sides to severe fire (reaching 1700 Degrees F.) for at least one hour without damage to paper contents.

Catalog Number	DESCRIPTION	OUTSIDE DIMENSIONS			WEIGHTS	
		W.	H.	D.	Net	Packed
2900	Unit Plan Bookkeeping Safe-Desk.....	68″	32⅛″	34 7/16″	1305	1626
2901	Unit Plan Bookkeeping Safe-Desk.....	68″	32⅛″	34 7/16″	1335	1656
2902	Unit Plan Bookkeeping Safe-Desk.....	61⅛″	32⅛″	34 7/16″	1020	1301
2903	Unit Plan Bookkeeping Safe-Desk.....	68″	32⅛″	34 7/16″	1130	1451

Units used in the above Unit Plan Bookkeeping Safe-Desks are:

No. 8122 SAFE-FILE, without casters, bearing 1 Hour Label—Size 20 1/4″ wide x 30 11/16″ high x 32 11/16″ deep outside. Contains 2 drawers on gear type roller suspension, each 15 1/2″ wide x 12 1/32″ high x 28 5/8″ deep inside.

No. 2425C SAFE CABINET, bearing 1 Hour Label—no casters, jamb or adjustment strips. Size 27 1/8″ wide x 30 11/16″ high x 32 11/16″ deep outside; 20 7/8″ wide x 24 5/8″ high x 25 7/8″ deep inside.

No. 193 SPANNER FRAME, 19 3/32″ wide x 3 11/16″ high x 32 9/16″ deep outside, containing 1-Plain Drawer, 15 3/8″ wide x 2 1/8″ nigh x 23 3/8″ deep inside.

Also, FLAT LINOLEUM TOP, 34 7/16″ deep, of widths listed above.

All are finished in Gray-Rite. Linoleum is gray or brown.

SPECIFICATIONS

No. 2900

Consists of:

1– No. 8122 SAFE-FILE. Top Drawer divided into 4—compartments 15 1/2″ wide x 12 1/32″ high x 4 23/32″ deep inside and 1—compartment 15 1/2″ wide x 12 1/32″ high x 9 1/2″ deep inside. Compartments 4 23/32″ deep each equipped with 1—compressor—9 1/2″ deep compartment, with 2—compressors. Note—It may be necessary to remove some of the Meter Books in the front row of the 9 1/2″ deep compartment in order to remove those in the back.

Bottom drawer divided into 2—compartments 15 1/2″ wide x 12 1/32″ high x 4 23/32″ deep inside, each equipped with 1—compressor.

Bottoms of both drawers are offset on each side for suspension members. Each compartment is equipped with false bottom having slots, spaced 3/8″ apart on centers, in which the compressors engage to operate.

Also 1—Compartment 15 1/2″ wide x 12 1/32″ high x 19 1/16″ deep inside.

4—special trays 4″ wide x 5″ high x 15 1/4″ deep outside; 3 7/8″ wide x 4 11/16″ high x 14″ deep inside, each equipped with 1—adjustable compressor and handhold at each end. 2—trays are equipped with hooks.

Outside bottoms of trays covered with green felt.

Also 1—No. 2425C SAFE-CABINET containing:

1—Pair of special panels 1/8″ thick, 24 5/8″ high x 25 1/2″ deep, equipped with 4 roller gear type suspension channels.

4—Plain drawers, gear type roller suspension, 19 3/16″ wide x 5 9/32″ high x 24 1/4″ deep inside, each containing 6 special trays 3 7/8″ wide x 4 11/16″ high x 17 11/16″ deep inside.

Each tray equipped with one adjustable compressor and handhold at each end. Outside bottoms of trays covered with green felt. One of the front trays in each drawer must be removed before rear tray can be taken out. Also:

1—No. 193 SPANNER FRAME and 1—Flat Linoleum Top 68″ wide.

No. 2901

Consists of:

1—No. 8122 SAFE-FILE equipped exactly the same as described above for the No. 2900 SAFE-DESK. Also:

1—No. 2425C SAFE-CABINET containing: 1 special pair of panels 1/8″ thick, 24 5/8″ high x 25 1/2″ deep equipped with 5 roller gear type suspension channels.

5 PLAIN DRAWERS, gear type roller suspension, 19 3/16″ wide x 4 3/64″ high x 24 1/4″ deep inside, each containing 3-trays 7 3/4″ wide x 3 1/2″ high x 18 15/16″ deep outside; 7 1/2″ wide x 3 3/16″ high x 17 11/16″ deep inside.

Each tray equipped with vertical-compressor and handhold at each end. Outside bottoms of trays covered with green felt. Also:

1—No. 193 SPANNER FRAME and 1—Flat Linoleum Top 68″ wide.

No. 2902

Consists of:

1—No. 8122 SAFE-FILE, equipped exactly the same as described above for the No. 2900 SAFE-DESK. Also:

1—No. 8122 SAFE-FILE, each drawer equipped with inserts as follows:

Upper insert 15 1/2″ wide x 5 29/64″ high x 27 1/8″ deep inside, containing 6-special trays 4″ wide x 5″ high x 15 1/4″ deep outside; 3 7/8″ wide x 4 11/16″ high x 14″ deep inside.

Lower insert 15 1/2″ wide x 5 29/64″ high x 28 5/8″ deep inside, containing 7-special trays 4″ wide x 5″ high x 15 1/4″ deep outside; 3 7/8″ wide x 4 11/16″ high x 14″ deep inside.

All above trays equipped with 1—adjustable compressor each, and handhold at each end. Outside bottom of trays covered with green felt. Note—One of the front trays must be removed before the rear tray can be taken out. Also:

1—No. 193 SPANNER FRAME and 1—Flat Linoleum Top 61 1/8″ wide.

No. 2903

Consists of:

1—No. 8122 SAFE-FILE, equipped exactly as described for the No. 2900 Desk. Also:

1—No. 2425C SAFE-CABINET, containing:

1—Special section with 2-open spaces 10 3/8″ wide x 23 5/8″ high in the clear. Also:

1—No. 193 SPANNER FRAME and 1—Flat Linoleum Top 68″ wide.

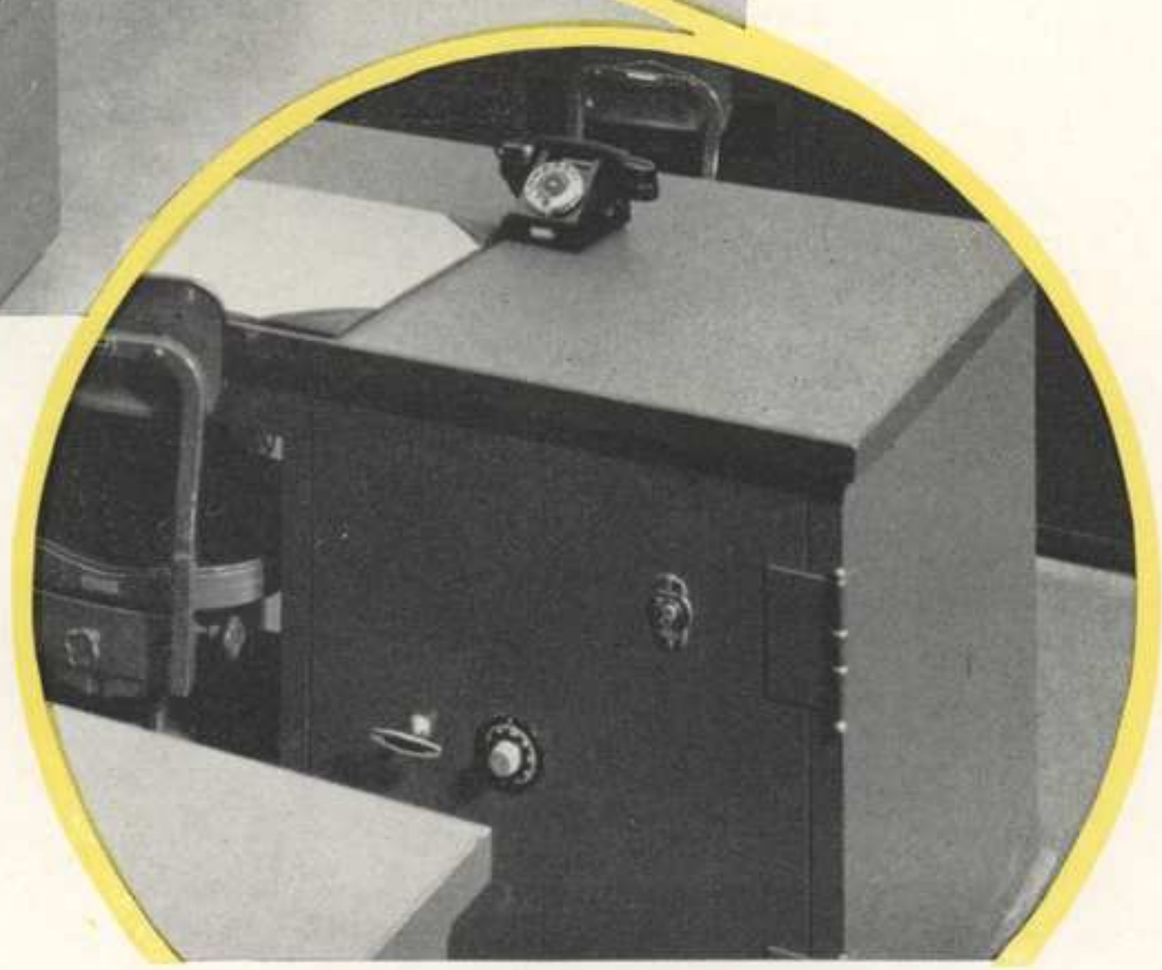
REMINGTON RAND INC.

COMPLETELY MODERN

Used By Many Great Public Utilities

This is the all-around desk that an all-around clerk requires under the Unit Plan of Accounting. It centralizes every working record for 12,000 customers within a restricted working area. It prevents the interruptions caused by moving records from clerk to clerk.

The Unit Plan bookkeeper—at his desk—can balance unpaid accounts, including appliances, and check delinquents with the ledger. He can post service orders to meter books and enter all cash payments, adjustments and transfers. He can handle telephone contacts.



There are forty Remington Rand Safe-Desks in use in this department. They give 24 hour a day fire protection at the "point-of-use." Removed is all lost motion and time in transporting records between vaults or safes and the point of record use. (Remember, even though a "fireproof" building doesn't burn, its contents do!) Illustration in circle shows Safe-Desk door closed.

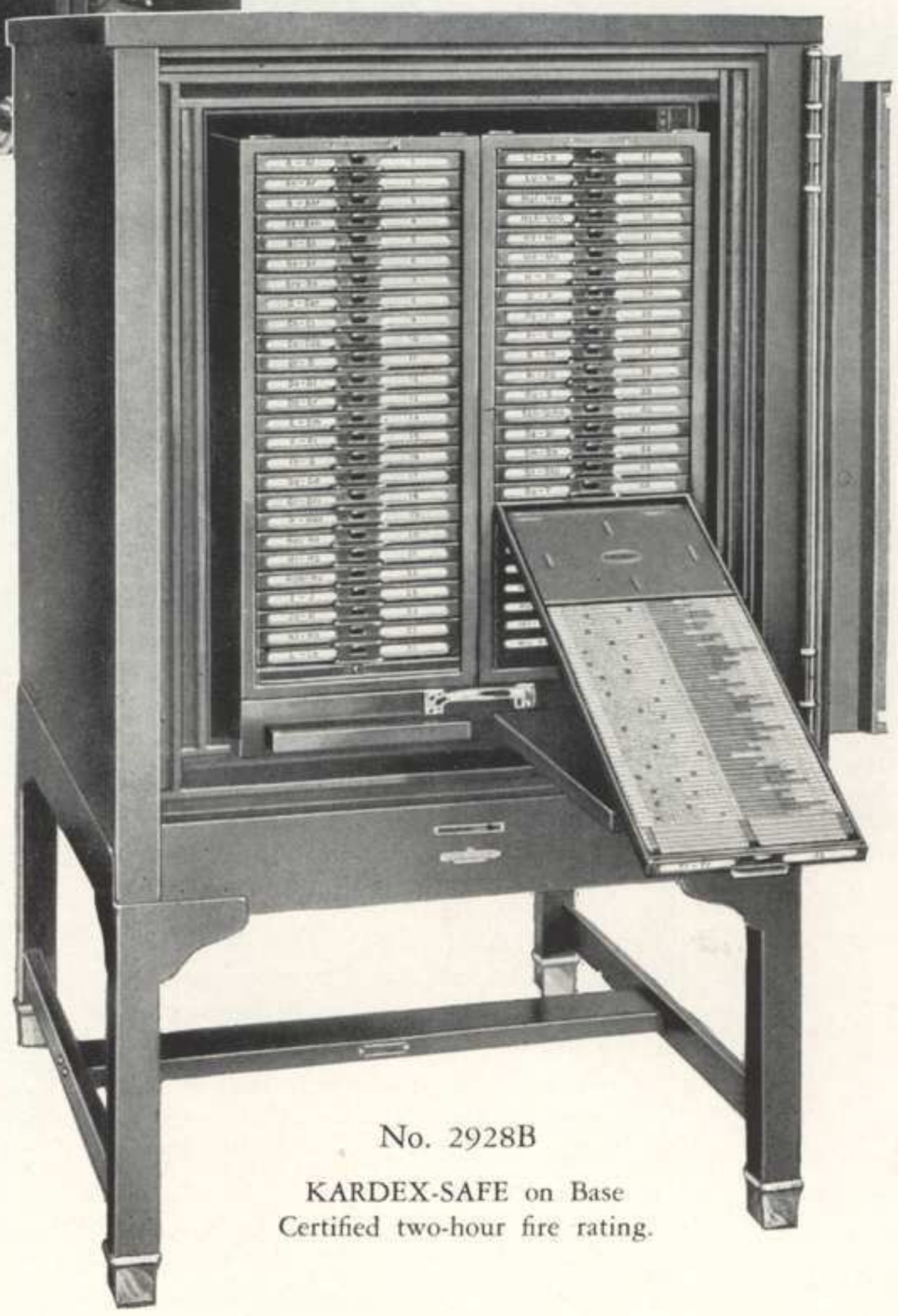
REMINGTON RAND INC.

TWO HOUR CERTIFICATION
Kardex-Safe

Industrial Securities Corporation, Middletown, Conn. This large finance company protects its visible control of collections with 2-hour KARDEX-SAFES.

KARDEX-SAFE brings certified safety to such important visible control systems as ledgers, sales records, personnel records, inventory records. The arrangement is such that posting and reference proceed with all the celerity afforded by uninsulated equipment. Two models of record protection are available—one with two-hour certification, the other with one hour.

Will the morning after your fire find you able to resume operations free from the handicap of records destroyed and decisions delayed?

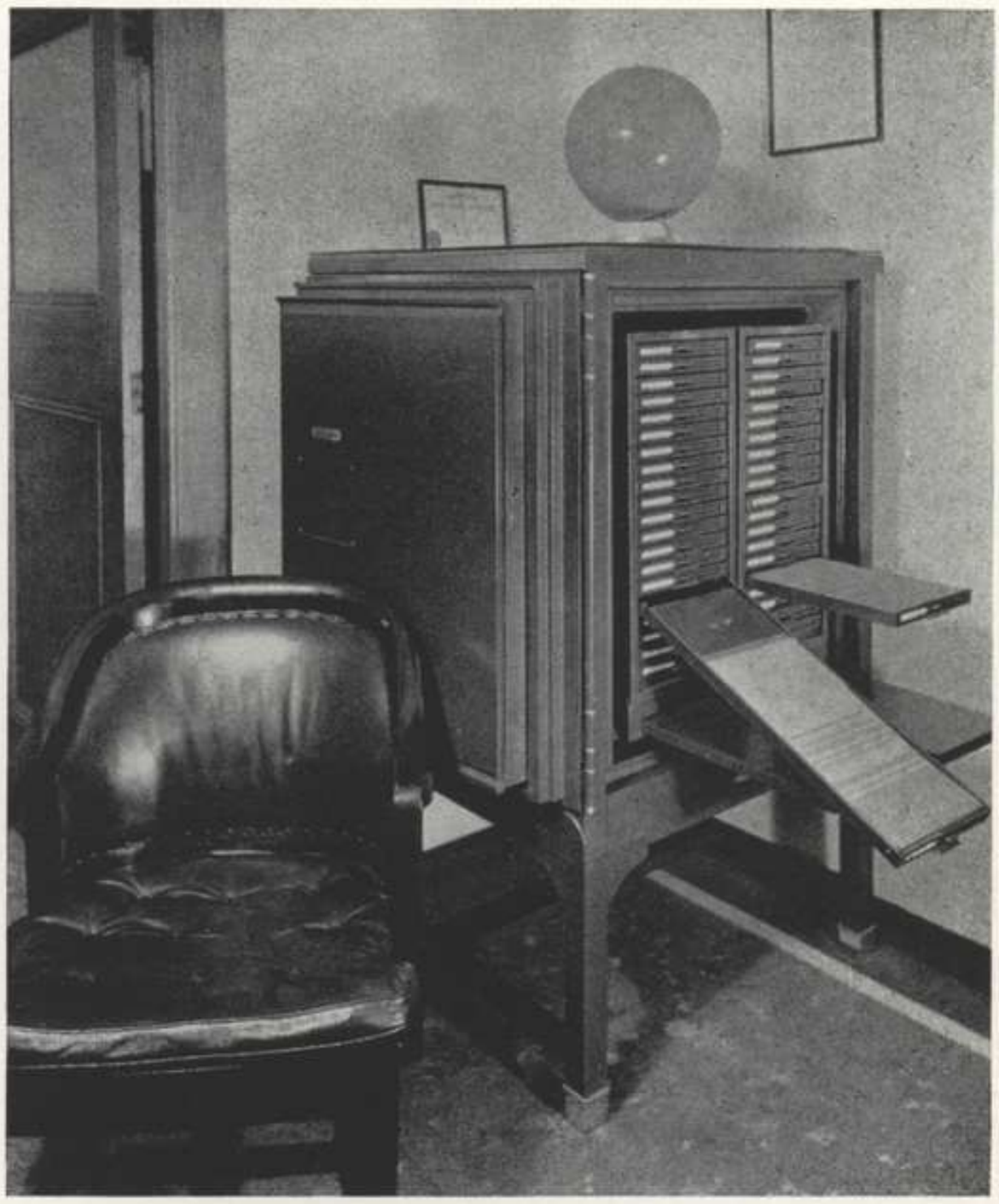


No. 2928B

KARDEX-SAFE on Base
Certified two-hour fire rating.

TWO HOUR CERTIFICATION
Kardex-Safe

These ashes were all that remained of valuable records owned by the Big World Store, Dallas, Texas, after fire struck on December 19, 1939.



Convenient protection is afforded active Case History Records and Ledgers in this No. 2928B Medium Exposure "B-Label" Safe-Cabinet, owned by a professional man.

Specifications

KARDEX-SAFES (Medium Exposure)

Safe-Cabinet Laboratory and Underwriters Class B and S.M.N.A. 2 Hour Label
(Clear Inside Height 29", Inside Depth 28½")
Outside Overall including Trim, 40$\frac{11}{16}$" High exclusive of Base, 58" High including Base, 40$\frac{1}{32}$" Deep

Catalog Number	DESCRIPTION	Width		Weight	
		In-side	Out-side	Net	Crated
2928B	Safe-Cabinet, will house Modern or Standard Kardex Cabinets.....	21¾"	32$\frac{3}{32}$"	1200	1350
29.1SS	Roller Supporting Shelf.....	21⅜"	.....	60	95
9338.1	Base for 2928B.....	.....	.....	85	125

Height from floor to top of reference Shelf when extended 25$\frac{27}{32}$".
Clear height in Safe-Cabinet above Roller Supporting Shelf 26¼".
Orders should specify whether Right or Left hand door is desired. Door swing radius 29$\frac{13}{16}$".

ONE HOUR CERTIFICATION
Kardex-Safe

- Highly efficient as a working tool—sectional base at the proper height for posting, facilitating access to all the records it protects.
- Widely used for the increasingly important control records of business—ledgers, sales records, inventory records, credit records.
- Doors slide into recesses at the bottom; insulated bulkheads form individual safe-compartments for each cabinet.
- Certified as complying with specifications set up for one hour record protection by the Safe-Cabinet Laboratory.

At left: Two 1-hour KARDEX-SAFE Units on bases

Specifications

KARDEX-SAFES (Light Exposure)

FIRE EXPOSURE:—Exposure on all sides to Severe fire (reaching 1700 Degrees F.) for at least one hour without damage to paper contents.

Note:—Writing Surface Height of Light Exposure Kardex-Safe Units is $26\frac{9}{32}$" when door is open.

All Compartments are $25\frac{9}{16}$" clear inside height and $24\frac{7}{16}$" clear inside depth. Overall Height exclusive of base $32\frac{1}{2}$"

Catalog Number	DESCRIPTION	Width		Weight	
		Inside	Outside	Net	Crated
1622	2 Compartment for 6x4 Kardex	$8\frac{11}{32}$"	$23\frac{1}{8}$"	405	485
1822	2 Compartment for 8x5 Kardex	$10\frac{25}{32}$"	28"	450	540
1822.2	2..Compartment for Machine Posted Kardex	$11\frac{1}{8}$"	$28\frac{11}{16}$"	460	555
	ADJUSTABLE BASES				
9300	Pair End Legs (one right and one left set of legs)	.....	.....	54	100
9301	One pair of Center Legs	.....	.....	33	70
9021	Cross Channel, $21\frac{1}{8}$" wide for 1622	.....	.....	6	15
9026	Cross Channel, 26" wide for 1822	.....	.....	7	15
9027	Cross Channel, $26\frac{11}{16}$" wide for 1822.2	.....	.....	7	15

Locks:—The Kardex-Safe is equipped with a combined Handle and Lock. Masterkeying this lock available on order.

REMINGTON RAND INC.

PERFORMANCE AS CERTIFIED

This Is Why These Kardex-Safes Were Bought

Here is how one London office looked after high explosives and incendiary bombs had rained from enemy planes. The Kardex-Safe in the background of the picture held Accounts Receivable and Stock Control records. They came through the inferno intact, though all unprotected records were lost.

Will he have time to save your records? In 40% of other cases he didn't!

Seven business houses saw their merchandise and buildings in ash heaps at Sandusky, Ohio, on the morning of March 31, 1939. Several of these firms were gravely handicapped by record losses. The W. G. Frankel Company, however, had protected its Accounts Receivable in a Kardex-Safe for some years. Every account was preserved.

REMINGTON RAND INC.

WORKING CONVENIENCE

These Operating Records Are Protected

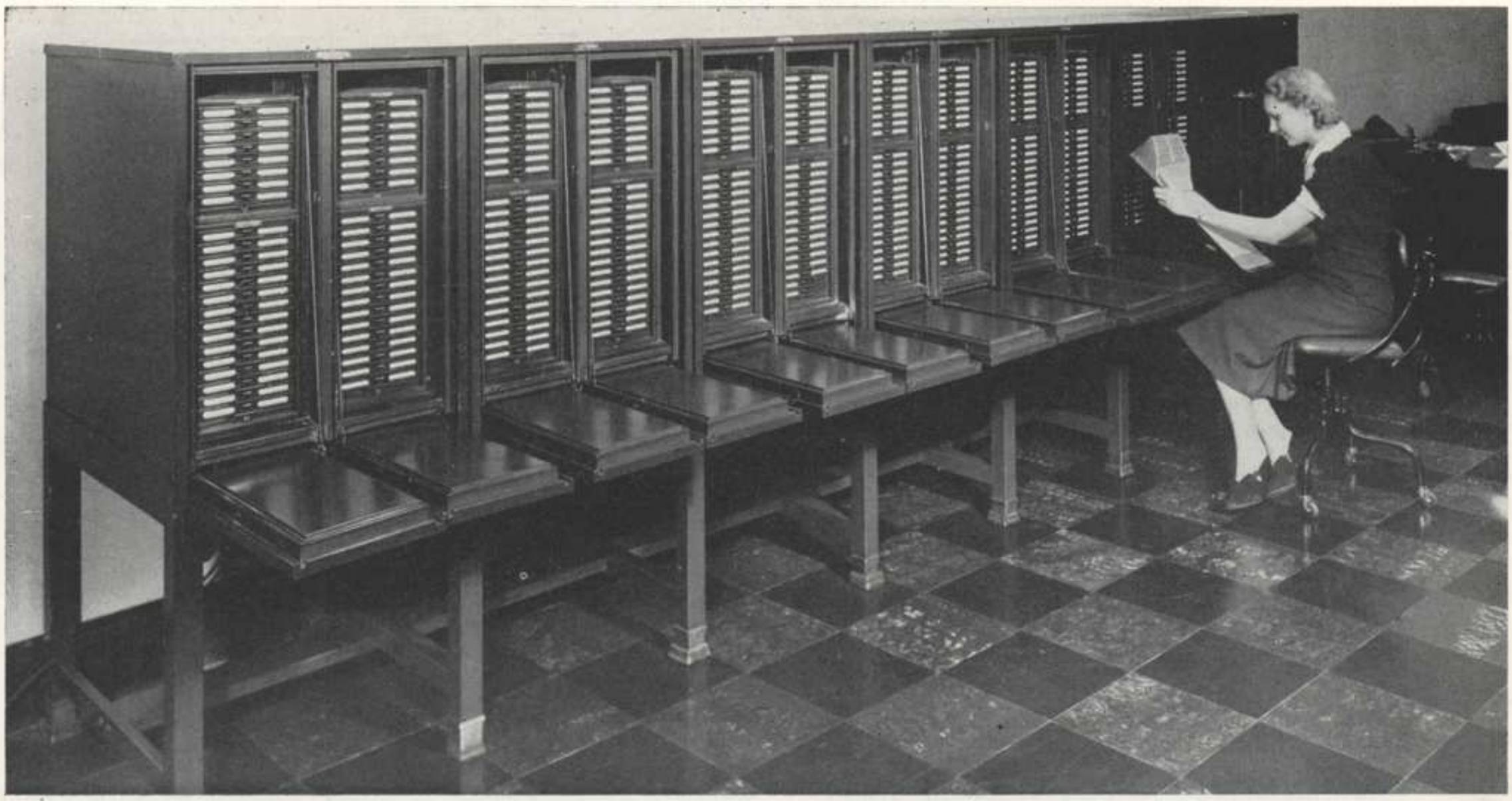
Fifteen thousand personal loan accounts are protected in Kardex-Safes at the Union Planters National Bank & Trust Company, Memphis, Tenn.

These Kardex-Safes protect the records of an inventory of 50,000 items for Kelley-How-Thompson Co., big Duluth hardware wholesalers

REMINGTON RAND INC.

CERTIFIED SECURITY

Safe At The Points Of Use And Action

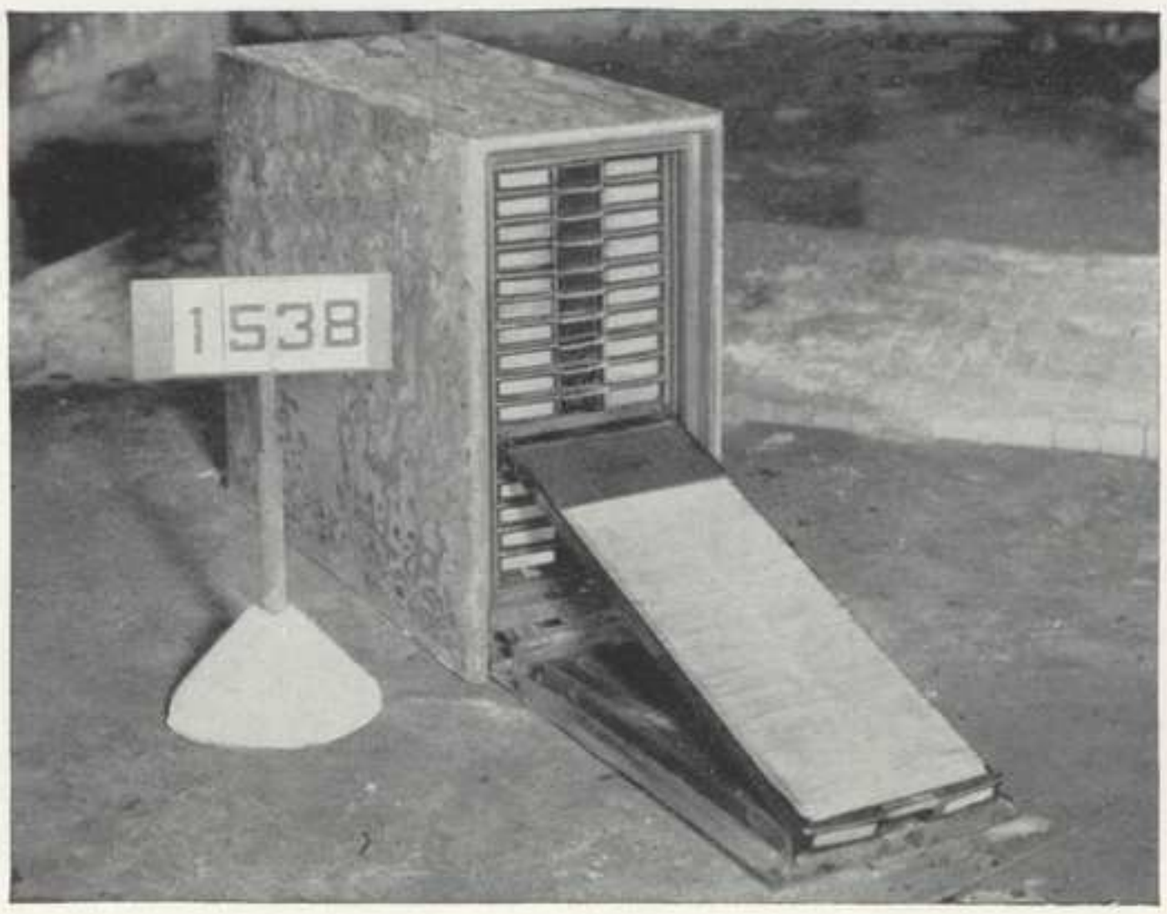


The Bell Savings, Building & Loan Association of Chicago protects its Membership Contract and Signature Records in Kardex-Safes

The Kardex-Safe equipment shown here protects 14,000 accounts for the Heating and Plumbing Finance Corporation, New York City

A FIRE INSULATED VISIBLE RECORD
Modern Safe-Kardex 60

- Kardex in its newest form combines fire-protective construction and visible record efficiency in a single unit. No other visible record container offers the same features!
- The oven-dried, monolithic insulation is "age-proof" —will never lose its ability to protect.
- Deep tongue and grooving on all four sides of the door and door frame assure full protection at the point where most insulated equipment is most vulnerable.
- Provides security from fire at the incredibly low cost of ½c per record per year, on a ten year depreciation basis!



Through the severe furnace test, under heat more extreme than the average business fire, Safe-Kardex "60" delivered its valuable records unscathed.

Modern Safe-Kardex 60 is suitable for individual use and for battery use. The illustration at the left comes from the office of Lewis Polakewich, Inc., clothier in Biddeford, Maine.

SPECIFICATIONS

MODERN SAFE-KARDEX 60

Safe-Cabinet Laboratory 1-Hour Label

FIRE EXPOSURE:—Exposure on all sides to Severe fire (reaching 1700 Degrees F.) for at least one hour without damage to paper contents.

Complete unit containing 27″ Depth Kardex Modern Slides with Pockets, Top Covers and Bottom Stops. Gray-Rite Finish. Complete with Lock.

Catalog Number	DESCRIPTION	POCKETS			OVERALL DIMENSIONS			WEIGHTS	
		Size	Exp.	Cap.	W.	H.	D.	Net	Packed
C1685C	16 Slides	8x5	1/4″	1264	13 3/16″	24 5/16″	30 3/8″	340 lbs.	390 lbs.
C1686C	16 Slides	8x6	1/4″	1200	13 3/16″	24 5/16″	30 3/8″	340 lbs.	390 lbs.
C1687C	16 Slides	8x7	1/4″	1136	13 3/16″	24 5/16″	30 3/8″	340 lbs.	390 lbs.
C1688C	16 Slides	8x8	1/4″	1072	13 3/16″	24 5/16″	30 3/8″	340 lbs.	390 lbs.

Note:—Units with 9/32″ exposure pockets to provide greater build-up possibilities can be supplied.

CHAINDEX MODERN SAFE-KARDEX 60

Safe-Cabinet Laboratory 1-Hour Label

FIRE EXPOSURE:—Exposure on all sides to Severe fire (reaching 1700 Degrees F.) for at least one hour without damage to paper contents. Gray-Rite Finish.

C1686C.2	16 Slides	8x6	9/32″	1072	13 3/16″	24 5/16″	30 3/8″	340 lbs.	390 lbs.

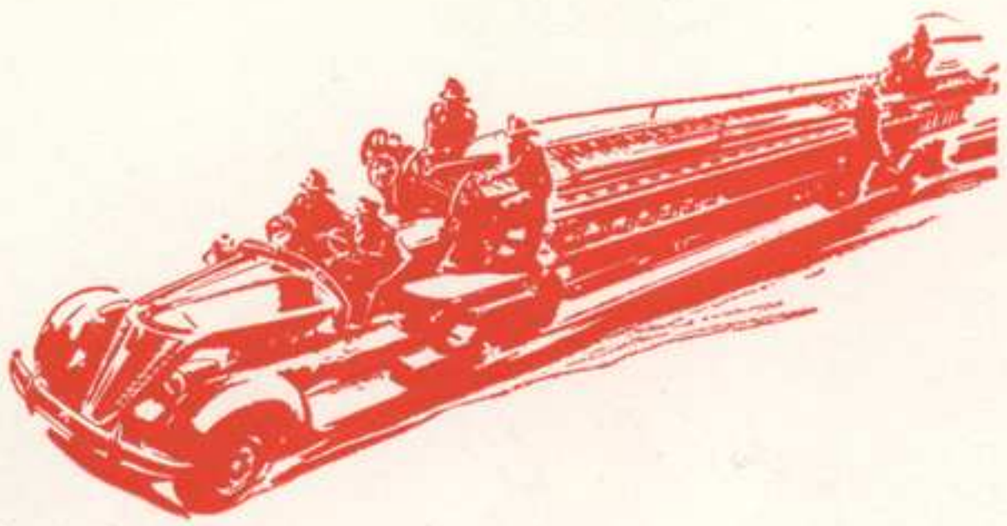
Note:—Dimensions listed do not include handle, which projects 1″ at front.

MODERN SAFE-KARDEX 60 BASES

Gray-Rite Finish—Round Legs—No Casters—Solid Top with Corners Rounded to Harmonize with Lines of Insulated Cabinets.

Catalog Number	DESCRIPTION	OVERALL DIMENSIONS			WEIGHTS	
		W.	H.	D.	Net	Packed
91331	Base to hold One Insulated Modern Cabinet	13 3/16″	26 11/16″	30 3/8″	43 lbs.	51 lbs.
91332	Base to hold Two Insulated Modern Cabinets	26 3/8″	26 11/16″	30 3/8″	66 lbs.	76 lbs.

No. 91332 Base can be equipped with 4 Casters with brake, on order.
No. 91331 Base cannot be equipped with Casters.



Modern Safe-Kardex 60 is shown here as used by Siegel Brothers, long known as a men's clothier at Superior, Wisconsin. The system is a "Bill and Charge" record of accounts receivable.

REMINGTON RAND INC.

PROTECTED PORTABILITY FOR VISIBLE RECORDS

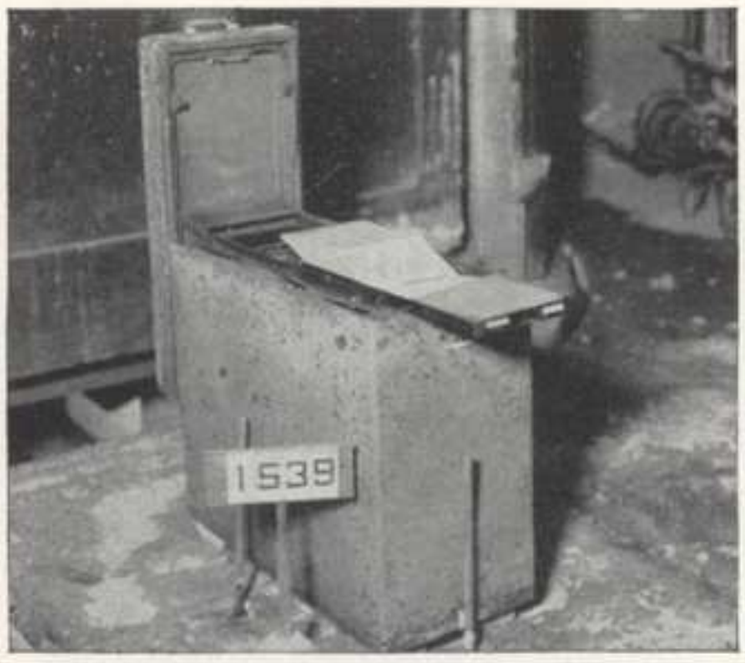
Floor Model Safe-Kardex 60

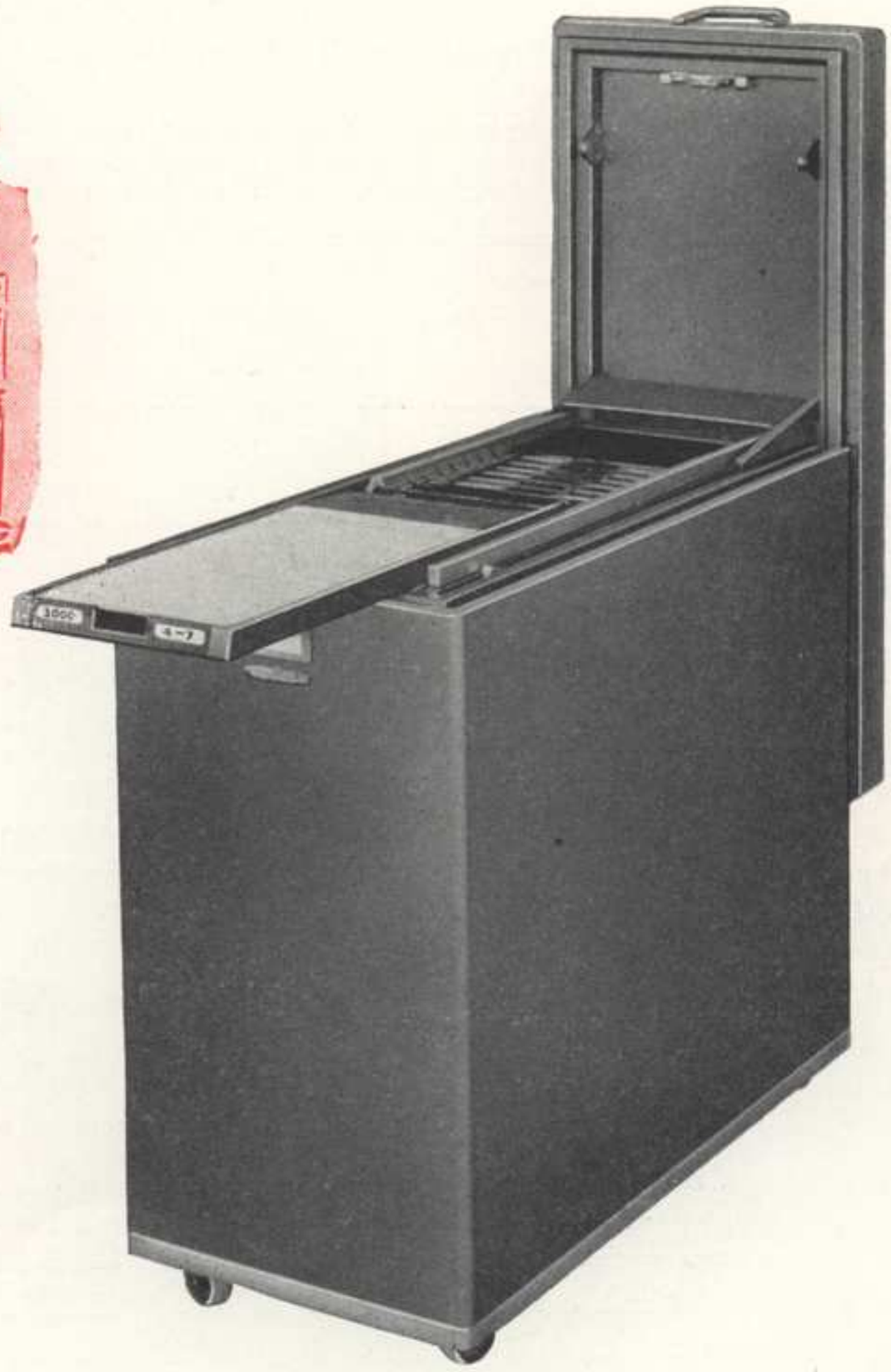
- Modern Safe-Kardex on wheels—permitting transfer of important records to any place in the office with complete ease and security!
- Easily transported to the executive desk for reference during conferences and phone conversations, and while dictating or writing.
- Provides sixty minutes protection for vital records at their "point-of-use", eliminating frantic rush to vault or other make-shift protection at the instant fire strikes.
- Combines fire-security and operating efficiency in a single unit.

REMINGTON RAND INC.

FLOOR MODEL SAFE-KARDEX 60

Record Protection At All Points Of Use





. . . The Floor Model Safe-Kardex is subjected to frequent tests at the Safe-Cabinet Laboratory, Marietta, Ohio, to prove its ability as record protection.

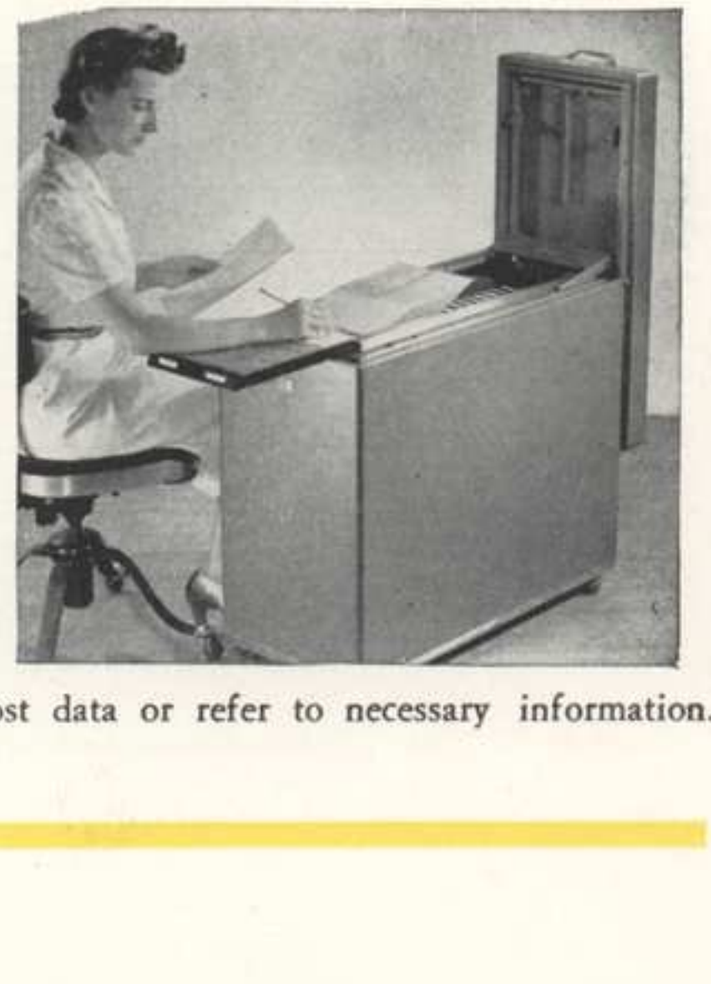
. . . On the basis of these tests it is offered the owner of important records as capable of protecting its contents from heat reaching 1700 degrees during the period of an hour.

. . . This protective ability will not deteriorate through age, but remains effective as long as a unit continues in use.

. . . The Floor Model Safe-Kardex is able to withstand the shock of falls as far as thirty feet and subsequent reheating.

Raise and slide cover to rear . . .

Select proper slide with finger-tip lift . . .



Post data or refer to necessary information.

SPECIFICATIONS

Floor Model Safe-Kardex 60

Safe-Cabinet Laboratory 1 Hour Label

FIRE EXPOSURE:—Exposure on all sides to severe fire (reaching 1700 Degrees F.) for at least one hour without damage to paper contents.

Gray-Rite Finish—Complete with Lock and Four Ball Bearing Metal Wheels, 2″ Diameter. Chromium Hardware. Complete with Slides, Pockets, Top Covers and Bottom Stops. Additional charge per unit if equipped at factory with Double Wheel Casters with hard rubber tread raising unit 5/8″ from height shown below.)

Catalog Number	No. Slides	POCKETS		Max. Build-Up Cap. Per Pocket	CAPACITY		DIMENSIONS OVERALL			WEIGHT	
		Size	Exp.		Per Slide	Per Unit	W.	H.	D.	Net	Packed
VC85191C	19	8 x 5	1/4″	16 pts.	66	1254	15 9/32″	28″	33 5/32″	475 lbs.	525 lbs.
VC853191C	19	8 x 5	9/32″	21 pts.	58	1102	15 9/32″	28″	33 5/32″	475 lbs.	525 lbs.
VC86191C	19	8 x 6	1/4″	12 1/2 pts.	62	1178	15 9/32″	28″	33 5/32″	475 lbs.	525 lbs.
VC863191C	19	8 x 6	9/32″	14 1/2 pts.	55	1045	15 9/32″	28″	33 5/32″	475 lbs.	525 lbs.
VC87191C	19	8 x 7	1/4″	9 1/2 pts.	58	1102	15 9/32″	28″	33 5/32″	475 lbs.	525 lbs.
VC873191C	19	8 x 7	9/32″	11 1/2 pts.	51	969	15 9/32″	28″	33 5/32″	475 lbs.	525 lbs.
VC88-191C	19	8 x 8	1/4″	7 1/2 pts.	54	1026	15 9/32″	28″	33 5/32″	475 lbs.	525 lbs.
VC883191C	19	8 x 8	9/32″	9 1/2 pts.	48	912	15 9/32″	28″	33 5/32″	475 lbs.	525 lbs.

Chaindex Floor Model Safe-Kardex 60

Safe-Cabinet Laboratory 1 Hour Label

FIRE EXPOSURE:—Exposure on all sides to severe fire (reaching 1700 Degree F.) for at least one hour without damage to paper contents.

Gray-Rite Finish—Complete with Lock and Four Ball Bearing Metal Wheels, 2″ Diameter. Chromium Hardware. Complete with Slides, Chaindex Pockets, Top Covers and Bottom Stops.

VC863191C.2	19	8 x 6	9/32″		55	1045	15 9/32″	28″	33 5/32″	475 lbs.	525 lbs.
VC866191C.2	19	8 x 6	5/16″		48	912	15 9/32″	28″	33 5/32″	475 lbs.	525 lbs.

Overall dimensions listed do not include handle which projects 1 3/8″ above height and 1″ ahead of length dimensions listed. Hinge at back also projects 3/8″ beyond length dimension listed. Height to top of slide in posting position is 28 17/32″.

CHAINDEX FLOOR MODEL SAFE-KARDEX "60" CARD CAPACITIES

Card Width	4″								8″		
No. Lines	1	2	3	4	5	7	8	11	1	3	5
Card Exp. (Inches)	.250	.375	.500	.609	.844	1.100	1.375	1.833	.250	.500	.812
Card Height	3/4″	1 1/8″	1″	1 7/64″	1 11/16″	1 19/32″	1 7/8″	2 31/64″	13/16″	1 5/16″	2″
Cards Per Pocket	42	28	22	18	12	10	8	6	22	10	6
VC863191C.2	#	#	22,990	18,810	12,540	10,450	8,360	6,270	#	10,450	6,270
VC866191C.2	38,304	25,536	20,064	16,416	10,944	9,120	7,296	5,472	20,064	9,120	5,472

Note:—The "No. Lines" indicated above are based on standard typewriter spacing which is 6 lines per inch, except the 4 and 7 line 4″ Cards and 5 line 8″ Cards which are slightly less and next larger exposure may therefore be necessary.

REMINGTON RAND INC.

PRACTICAL NEW SECURITY

Safe-Cabinet Protection For Savings Ledgers

15000 LESS ACTIVE LOW NUMBER LEDGER CARDS
15000 ACTIVE HIGH NUMBER SIGNATURE CARDS
15000-ACTIVE HIGH NUMBER LEDGER CARDS
15000 LOW NUMBER SIGNATURE CARDS
15000 FILLED OR DORMANT LEDGER CARDS

The Ledger-Safe-Desk

- Four hours of certified protection against searing heat combined with great efficiency in handling all the records of a Savings Department.
- A highly effective distinction between active, most frequently consulted accounts and those that are inactive or dormant.
- Full provision for supplemental records—auditor's reports, tally sheets, machine tape "run offs," stop payment orders, trial balances, deposit and draft tickets.
- Widely used by small institutions and, because of its space saving slide-in doors, in battery arrangements by large banks.

No. 4829-A-SID
Certified four hour fire rating.

Society for Savings, Cleveland, Ohio. Eight, full-duty Ledger-Desk-Safes are used to protect card ledgers and allied records for the 100,000 interest bearing accounts of this large bank.

UNDERWRITERS' LABORATORIES INSPECTED SAFE CLASS A FIRE NO. 6338 CLASS T-20 BURGLARY

Catalog Number	DIMENSIONS						
	Overall			Inside			Door
	Wide	High	Deep	Wide	High	Deep	Extension
4829-A 4-hr.	91 1/16	62 3/4	43 9/32	62 1/2	48 1/2	29 1/2	10 3/4

REMINGTON RAND INC.

KARDEX INTERIORS
Safe-Cabinet Protection For Extensive Records

UNDERWRITERS' LABORATORIES INSPECTED SAFE CLASS A FIRE NO. 6338 CLASS T-20 BURGLARY

SPACE SAVING SECURITY FOR VOLUME RECORDS

SAFE-CABINET LABORATORY
INSPECTED SAFE HOUR EXP.

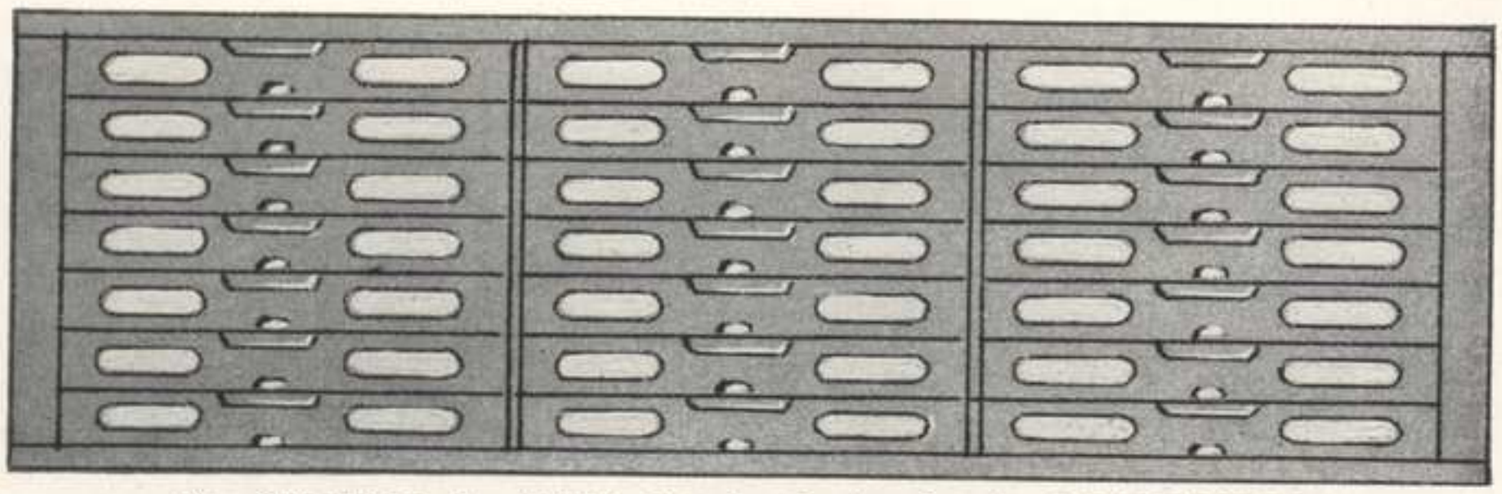
No. 5230B-SID
Certified two hour fire rating.

Union Gas & Electric Co., Cincinnati, Ohio. This extensive Kardex Customer History Record is fully protected by Safe-Cabinets, right at the point of its most active use.

Cook County, Chicago, Ill. America's second most populous county protects its Kardex Permanent Voters' Registration Record in fourteen No. 5230B-SID SAFE-CABINETS.

WIDELY UTILIZED

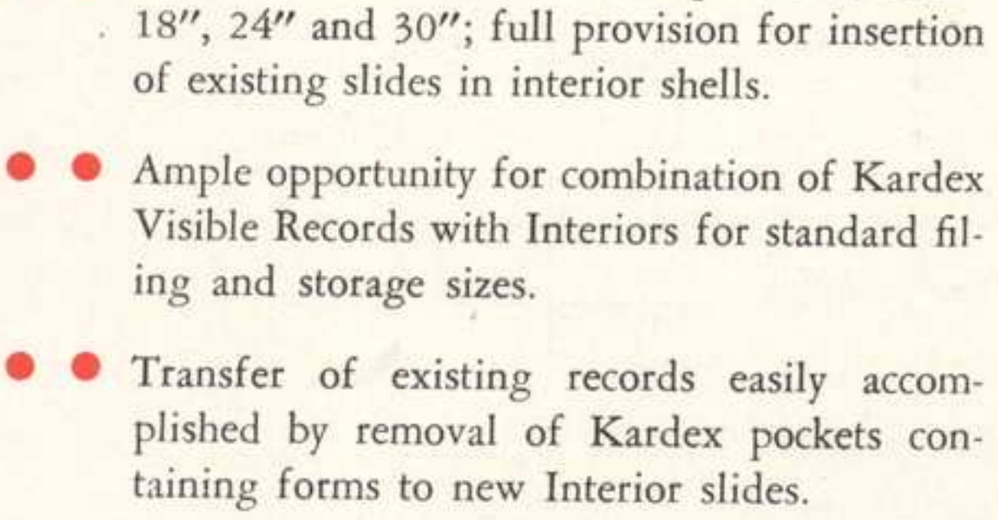
Certified As Safe For 1, 2 or 4 Hours



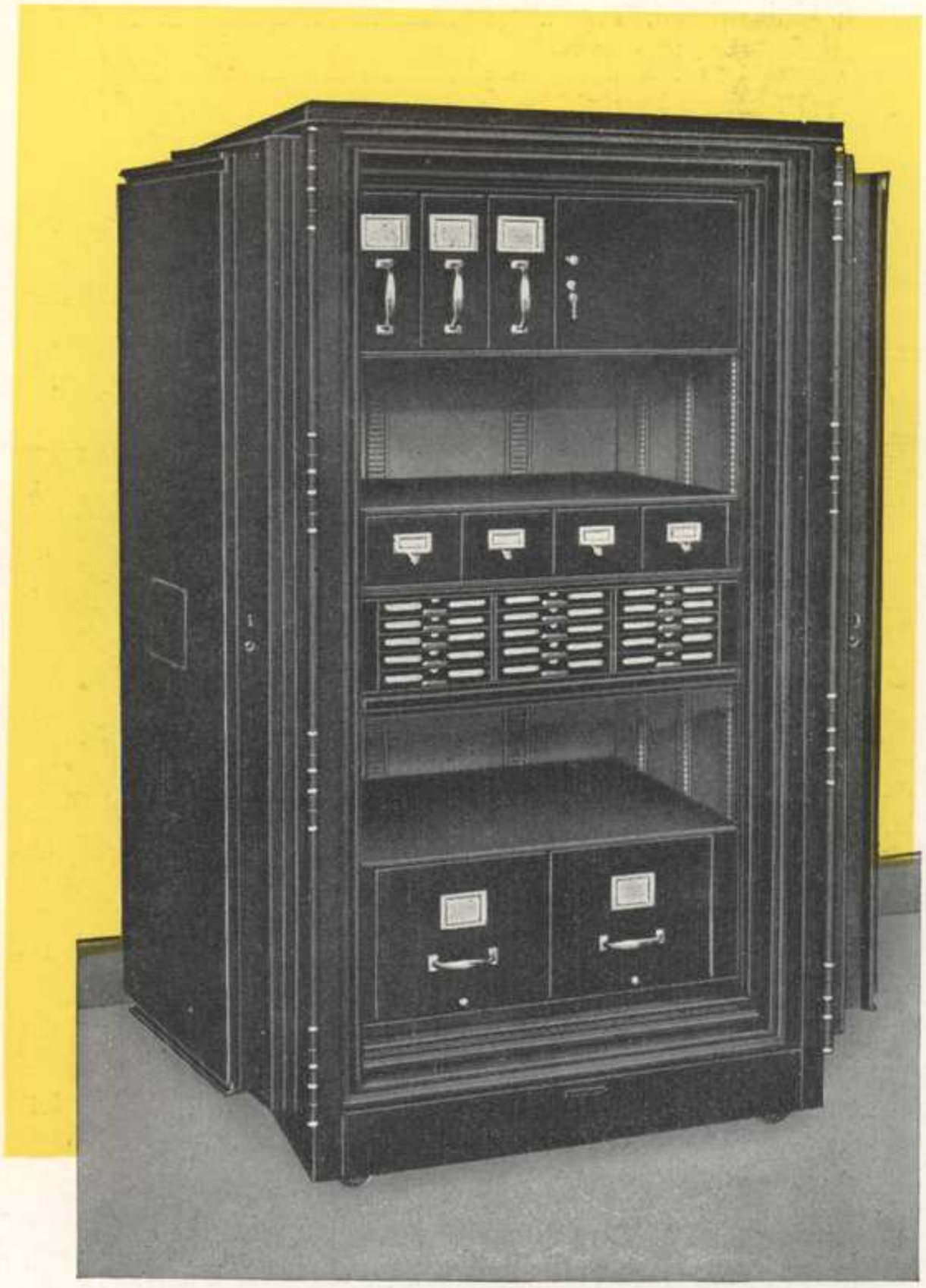
No. C85214 Kardex Visible Interior Section for the SAFE-CABINET.

COMPACTNESS . . . SAFETY

- Interiors standard for three depths of slides—18″, 24″ and 30″; full provision for insertion of existing slides in interior shells.
- Ample opportunity for combination of Kardex Visible Records with Interiors for standard filing and storage sizes.
- Transfer of existing records easily accomplished by removal of Kardex pockets containing forms to new Interior slides.
- Each section is complete, may be shifted at will on the adjustment strips which support it.
- SAFE-CABINETS are certified by the Underwriters Laboratories, for one, two and four hours' exposure.



Too late!



No. 6019A Certified four hour fire rating.

REMINGTON RAND INC.

AN ALPHABETICAL CROSS REFERENCE

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